Comm Men Defense

File

NATIONAL HOUSING AGENCY
FEDERAL PUBLIC HOUSING AUTHORITY
WASHINGTON

WOMEN'S BUREAU
AUG 10 1942
DEPARTMENT OF LABOR

AUG 8 1942

My dear Miss Anderson:

Thank you for your memorandum of July 8, submitting a record of the suggestions regarding housing facilities for women war workers made in conference with representatives of this Authority.

Suggestions and comments made to us at the conferences have been considered carefully and have since been incorporated in our plans and standards. You will be interested to know, in regard to the proportion of single and double dormitory rooms, that our standards finally adopted require that one-half will be single and one-half double rooms. Widths adopted for clothes closets are 20 inches for single and 24 inches for double rooms. Built-in furniture was planned for, but its purchase is not contemplated at this time.

The question of restaurant facilities for dormitories at Walkerton, Indiana, and Ravenna, Ohio, is under consideration, and we hope to have an answer shortly.

We have appreciated very much the assistance and cooperation you have given us in this matter.

Sincerely yours,

For HERBERT EMMERICH
Acting Commissioner

Miss Mary Anderson
Women's Bureau
U. S. Department of Labor
Washington, D. C.

FOR VICTORY
BUY
UNITED STATES DEFENSE
BONDS AND STAMPS

Copy sent M Ziegler
Aug 10th
& Wolbe

Community [illegible]

NATIONAL HOUSING AGENCY
FEDERAL PUBLIC HOUSING AUTHORITY
WASHINGTON

WOMEN'S BUREAU
SEP 24 1942
DEPARTMENT OF LABOR

Miss Mary Anderson
Director, Women's Bureau
U. S. Department of Labor
Washington, D. C.

My dear Miss Anderson:

Reference is made to your letter of the 11th regarding the need for restaurant and recreational facilities at Ravenna, Ohio.

Several weeks ago, representatives of my office and of the Farm Security Administration, visited Ravenna to investigate existing conditions at this project. There are now being constructed on the grounds of the Atlas plant 19 dormitory buildings of which 11 buildings are intended to accommodate 650 men and 8 buildings to accommodate 500 women. Except for certain wiring and other details it is expected that a portion of these buildings will be available for occupancy very shortly. A fence will separate the dormitories from the reservation proper to provide easy access without going through the guard. Persons who will live in these dormitories will be entitled to food service at a large cafeteria located nearby, and at another cafeteria located closer to the plant. The latter cafeteria is open 24 hours per day. These cafeterias serve a variety of excellent food at low cost and are operated by the Atlas Powder Company. The same management also conducts approximately 18 food stations scattered about the reservation.

About five miles from the plant, at Cotton Corners, is located a site containing 8 dormitory buildings erected by Farm Security Administration for the accommodation of women. At one time they contemplated remodeling a wing of one dormitory and installing a restaurant; however due to lack of occupancy and the strong possibility that these dormitories would be removed to the Ordnance plant grounds this restaurant was not built. We feel, however, that a great portion of the girls at Cotton Corners will move to the 19 buildings now being constructed on the grounds of the reservation. If conditions warrant, the 8 dormitory buildings will be removed to the reservation grounds. Existing restaurant facilities will be ample.

At the present time, our Regional Director, Mr. Carleton F. Sharpe, Cleveland, Ohio, is collaborating with plant officials and the office of Colonel Franklin, Commanding Officer, at the Ravenna Ordnance Plant, for

FOR VICTORY
BUY
UNITED
STATES
SAVINGS
BONDS
AND
STAMPS

the purpose of providing satisfactory recreational building and facilities.

Please be assured that every effort to provide sufficient restaurant and recreational facilities to the workers at this plant, not only for the purpose of reducing labor turnover, but for the welfare and morale of the workers themselves, will be made. We greatly appreciate your cooperation in this matter.

Sincerely yours,

Herbert Emmerich

HERBERT EMMERICH
Commissioner

Comm W[illegible]

September 11, 1942

Mr. Herbert Emmerich, Commissioner
Federal Public Housing Authority
Longfellow Building
Washington, D. C.

My dear Mr. Emmerich:

I have heard reverberations as to conditions and the tremendous lack of facilitities at the Atlas Powder Plant in Ravenna, Ohio. I wonder if you have been able to remedy the conditions there in regard to the lack of facilities for food and recreation?

I believe we sent you a memorandum on July 8th showing the conditions as they were at that time. I know the difficulties you are under in trying to remedy something that was done wrong in the first place, but the absenteeism and the labor turnover in the plant are very high and directly caused by the lack of certain living conditions which are so essential.

Sincerely yours,

Mary Anderson, Director

MA:IS

July 8, 1942

TO: Mr. Herbert Emmerich, Commissioner
National Housing Agency, Federal Public Housing Authority

FROM: Mary Anderson

RE: Housing facilities for women war workers.

I am submitting to you our record of the suggestions made recently in conferences with representatives of your office.

(1) A desirable proportion of single and double rooms is two-thirds single to one-third double (rooms).

(2) If women are to be housed in buildings of small apartments where dormitories with eating facilities are not available, no more than four persons should be housed in one small apartment of two sleeping rooms and a small living room. In this connection, the Women's Bureau strongly recommends that marketing facilities be made available for any such housing projects.

(3) The measurements for the clothes cupboards as presented, seemed satisfactory, i.e. 30 inches wide for single rooms, 24 inches as a minimum for double rooms, and 2 feet, 2 inches deep.

(4) The members of the Women's Bureau staff who saw the two sets of plans for the dormitories without giving any consideration to difference in the size of the rooms, favored the plan which definitely separates the equipment for each occupant of a double room; i.e. the writing table, bed, chest of drawers and clothes cupboard could be used without interfering with the other occupant. We liked the arrangement of furniture in these plans which allows the writing table at the head of the bed. We also believe built-in furniture is more attractive, occupies less space, and would cause less work in cleaning. However, this is not the most essential factor.

I believe you have included the essential necessities in your plans, in providing for good beds, clean rooms and surroundings, as much quiet as possible, adequate sanitary and laundry facilities, and eating and recreational facilities.

I am under the impression that the National Housing Agency will carry the responsibility for providing facilities still lacking in connection with some of the dormitories for women workers. May I call your attention to the vital need for eating facilities for the dormitories at ~~at~~ Walkertown, Indiana, the Kingsbury Ordnance Plant? Eating facilities are also badly needed at Ravenna, Ohio.

I am very glad for your cooperation in these matters.

[illegible]

NATIONAL HOUSING AGENCY
FEDERAL PUBLIC HOUSING AUTHORITY
WASHINGTON

JUN 18 1942

WOMEN'S BUREAU
JUN 19 1942
DEPARTMENT OF LABOR

My dear Miss Anderson:

Mr. Blandford has referred to me the material accompanying your letter of May 21, which described needs of women workers in outlying war industrial plants.

You will be interested to know that we have recently re-examined the problems of dormitory war housing for both men and women and as a result have had prepared a set of standard plans and specifications for future dormitory projects which will care for most of the needs described in your statements.

We shall be glad to meet at your convenience with members of the Women's Bureau staff to discuss these plans and to get the benefit of your advice on design and operation. For that purpose I am asking Mr. A. C. Shire, Director of the Technical Division (under whose direction the plans were prepared) and Mr. R. M. Little, Management Division (in charge of dormitories) to represent this Authority and to be available for your call.

Ext 2121

Very sincerely yours,

Herbert Emmerich
HERBERT EMMERICH
Commissioner

Miss Mary Anderson, Director
U. S. Department of Labor
Women's Bureau
Washington, D. C.

FOR VICTORY
BUY
UNITED STATES SAVINGS
BONDS
AND
STAMPS

DEPARTMENT OF LABOR

Miss Buchanan and Miss Cannon went to see the dormitory plans in Mr. Rodier's office - and to talk with Mr. Rodier on July 15 - We have no further suggestions to make. Mr. Rodier is cordial and has welcomed the suggestions of the Women's Bureau. He said he had quoted the standards of the Bureau, several times.

We also went to see the sample rooms. Miss Gladys Miller who is planning the furnishings was formerly with Mademoiselle. The rooms are very attractive. —

M. J. Cannon

July 20 — Miss Miller thinks they may get 313 with beds.

NATIONAL HOUSING AGENCY
FEDERAL PUBLIC HOUSING AUTHORITY
WASHINGTON

July 2, 1942

Miss Mary Anderson, Director
U. S. Department of Labor
Women's Bureau
Washington, D. C.

My dear Miss Anderson:

I have your letter of June 30 sending me the first section of the recommendations of the Women's Bureau for dormitories in war industry areas. From these recommendations and from the discussion I had with two agents of the Women's Bureau, I have been able to get much of interest and of use in developing the standards for our dormitory program.

If the Women's Bureau is interested in following what we are doing in the Washington Metropolitan Area, I will welcome your agents at any time to go over the plans with me and to allow me to profit further by your experience.

Very truly yours,

Gilbert L. Rodier

GILBERT L. RODIER
Acting Director
Washington Metropolitan Area
For the Commissioner

FOR VICTORY
BUY
UNITED STATES SAVINGS
BONDS
AND
STAMPS

June 30, 1942

Mr. Herbert Emmerich, Commissioner
National Housing Agency
Federal Public Housing Authority
Washington, D. C.

My dear Mr. Emmerich:

In our meeting Monday morning with Mrs. Edelman, Miss Halbert and Mr. Nelson from your office, there was some discussion about the width of the beds for the dormitories being erected for workers in war industries.

I wish to restate the opinion of the Women's Bureau. The Bureau considers 39-inch beds more desirable for women workers but not absolutely necessary. However, if 39-inch beds are provided for men, we believe they should be provided also for women. The same width for all workers would avoid any confusion likely to arise in situations where dormitories may be converted from use of one sex to the other. Women do not like discrimination either in relation to men or other women.

We understood from the discussion yesterday that single beds will be provided in dormitory rooms that will be occupied by married couples both of whom are employed. We believe this is necessary, and hope the plan will be followed.

I am gratified by the improvements in the plans. I hope these essential living facilities will be made available with the least possible delay.

Sincerely yours,

Mary Anderson, Director

MC:
MA:IS

Genl. Files
Community Facil
Blandford

NATIONAL HOUSING AGENCY
WASHINGTON, D. C.

OFFICE OF THE ADMINISTRATOR

June 3, 1942

1600 Eye Street, N. W.

WOMEN'S BUREAU
JUN 4 - 1942
DEPARTMENT OF LABOR

Miss Mary Anderson, Director
U. S. Department of Labor
Women's Bureau
Washington, D. C.

Dear Miss Anderson:

Thanks very much for your letter of May 21 enclosing suggestions with reference to facilities for women employed in large ammunition plants located in rural areas. One set of this material I am forwarding to Herbert Emmerich, Commissioner of the Federal Public Housing Authority for the use of his people in designing projects; and the other set is being made available to the research section and the field people of the Administrator's office for their use in connection with programming war housing.

I am sending a copy of this letter to Mr. Emmerich with the thought that he will designate someone to confer with your people on matters of design; and I am asking Sam Dennis of our staff to confer on information that has to do with the need of housing for women war workers.

Thanking you again and with best regards,

Sincerely yours,

John B. Blandford Jr.
John B. Blandford, Jr.
Administrator

FOR VICTORY
BUY
UNITED STATES DEFENSE
BONDS AND STAMPS

Copy sent to
Miss Cannon

May 21, 1942

Mr. John B. Blandford
National Housing Administrator
National Housing Authority
Washington, D. C.

My dear Mr. Blandford:

Early in 1942 the Women's Bureau held satisfactory conferences with representatives of the Division of Defense Housing Coordination and the Federal Farm Security Administration concerning the housing problems of women employed in large ammunition plants located in rural areas. Since that time the Bureau has completed its survey of all such plants now operating and is familiar with women's employment and living problems in these areas. As adequate living facilities are vital to the maintenance of a steady labor force of women as well as men in ammunition plants, it is essential to the production program that reasonably comfortable living arrangements be made.

While women living within 40 miles of communities in which the plants are located are being employed as far as possible, as production reaches maximum with three shifts employed daily, in-migration must result. Surveys of rural communities reveal little accommodations for the unattached woman and a belief in the community that the Government is responsible not only for temporary living arrangements but for furnishing food facilities, as well as recreational facilities. As final decision concerning the physical setup and equipment of such units rests with you, we are sending you a brief summary statement of our findings together with our recommendations as to needed additions.

We would be glad to confer with members of your staff concerning these matters if you would designate a representative.

Very truly yours,

Mary Anderson, Director

BMN:LW

1600 - I Street, N.W.

[illegible]

DEPARTMENT OF LABOR

Incomplete Sets - full set includes 15 pages - including charts.

If it is desired to use these sets, pages 8 - 15 should be typed to complete report.

No. 203

GPO

Women's Bureau
U. S. Department of Labor
Washington

May 22, 1942

RECOMMENDATIONS CONCERNING LIVING NEEDS OF WOMEN WORKERS IN RURAL COMMUNITY PLANT AREAS.

Duration Dormitories

Duration dormitories built by the Farm Security Administration for women workers at ammunition plants have been seen in operation at Elkton, Maryland, Dublin, Virginia; Ravenna, Ohio; Walkerton, Indiana; at the Proving Grounds at Aberdeen, Maryland; and the Navy Yard at Bremerton, Washington. Certainly these dormitories have many attractive features, such as comfortable beds, bed lights, modern toilet and bath facilities, frequent changes of linen and maid service. Also there are some single rooms and no rooms are designed to accommodate more than two, a standard which is not adhered to in many of the private rooms available in war industry communities.

From the point of view of occupancy, the success of these dormitories has thus far been varied. The dormitories at Elkton, Maryland, opened on March 23 of this year, are practically full. The unit at Aberdeen is now completely occupied, although some difficulty was encountered there for many months. On the other hand, only a relatively small number of women have as yet moved into the dormitories at Dublin, Ravenna and Walkerton.

Many factors are no doubt contributing elements to these differing situations. The number of women employed thus far at the different plants, the extent and direction of in-migration, the adequacy of transportation from nearby towns, and the availability of other living accommodations, are all important. However, after careful investigation, the Women's Bureau believes that additional facilities need to be provided in the dormitories, themselves, to make them not only more attractive but more livable. In dormitories now occupied women dormitory residents have evolved make-shift arrangements to supplement existing facilities. Such arrangements, not desirable from the point of view of management or safety, would be obviated if more complete facilities were included in regular dormitory plans.

The list of recommendations which follows is not to be construed as exhaustive, but as indicative of certain types of facilities of particular importance to women, for which more adequate provision needs to be made in the existing dormitories, and which should be included in the plans of dormitories built in the future. Some of the suggestions have already been adopted in part by the Farm Security Administration, but this agency has been handicapped by lack of authority, as well as funds.

1. Facilities for each dormitory unit.

A. As workers sleep at odd hours, due to the three shifts operation of plants, dormitories should be constructed so as to deaden as much noise as possible.

B. Laundry facilties with wash tubs, drying racks, and pressing equipment should be made available, preferably in a separate laundry room.

c. Washing and bathing facilities should be divided into several units in place of the single large bathroom now used in dormitory units designed to accommodate over fifty women.

d. A locker or closet should be provided for each occupant of a double room. Doors with locks are highly desirable for all closets.

e. Light cooking facilities should be available in case of illness or other emergency.

f. Office and private bedroom for dormitory manager should be provided to retain high type of management.

g. Some space must be provided for service help so they will not have to stand in halls when not engaged.

II. Facilities for meals.

The greatest complaint concerning existing temporary housing facilities is their lack of satisfactory eating facilities where good, clean, well-balanced meals may be obtained. Apparently, the responsibility for providing food has not been specific. The plants have a plant commissary. As this is located in the administration building, it is not within walking distance of the great mass of production workers who have one-half hour lunch periods, even at lunch periods. There are two systems of serving food--the first is to have a wagon run through the plants from which workers secure sandwiches and coffee or soup. The other system is to have a stationary canteen or lunch counter from which purchases may be made. In several plants women had to bring their own lunches which was almost impossible for dormitory girls. With only a light lunch, substantial other meals are necessary.

While good food is desired for all workers, it is especially necessary for women working in "explosives area." As women are employed on three shifts, food service must be available at dormitory restaurants during the 24 hours. While different solutions may be possible in different places depending on such facts as location of dormitories and transportation facilities, the Housing authorities must take the responsibility of solving the problem or seeing that it is solved.

111. Leisure time activities.

Lounging and recreational space in the dormitories, as originally constructed, was very small considering the number of residents per unit and the fact that women workers are not taken in to the local town's social life. Even in areas where some recreational facilities have been provided by the U.S.O. or Governmental agency, they are not near the dormitories already built.

It is recommended that some eating and recreational facilities should be provided in a building adjacent to the dormitory. This should contain:

a. a cafeteria or restaurant serving regular meals;

b. provision for cooking facilities and tables so that women may prepare their own meals or engage in cooperative cooking arrangements;

c. a large recreational room for group activities;

d. smaller living or reception rooms for the use of individuals with visitors or those desiring quiet;

e. recreational equipment, lamps, curtains, pictures and desks for letter writing would give a livable atmosphere.

IV. Paths to Duration Housing.

A. When housing is located at a distance from the town or from the plant, some type of lighting should be provided to light the fields or roads that must be traversed at night.

b. Gravel paths or sidewalks should be provided to make the housing accessible in bad weather.

V. Management.

Good management is, of course, also important in any housing project, and it has already been demonstrated that managers with initiative and tact have been able to work out numerous dormitory problems. A woman should be included on the management staff of all projects where women are living.

One suggestion concerning procedure at the opening of dormitories may be of value. If only a few girls move into a dormitory project at the beginning, they are naturally inclined to be lonesome and are apt to get a poor impression of the accommodations provided. If a considerable group of about twenty or thirty, or more, could be admitted at virtually the same time, it seems probable that the project would have a better chance of success at the outset.

VI. More desirable accommodations.

While it is recognized that the present dormitories were built to fit into a limited cost figure, and that the rents should be kept down to about one-fifth of the average occupant's income, by the time necessary additions are made, the cost will have risen. Wherever possible it is recommended that smaller housing units be constructed with housekeeping facilities so that each unit could operate as an independent housekeeping unit if it so desired. If the expense and lack of materials would prohibit the installation of a kitchen for each unit , a kitchen for two or three units would be advisable. Many women prefer housekeeping accommodations. In fact, in one dormitory project, quite a number of women residents have inquired about the possibility of renting Government trailers which are in the vicinity.

The demountable four room house with kitchen, if made available to women defense workers, would provide housing for more defense workers than the present type of family unit housing constructed by the Government which is generally popular. Discussion has been going on in some areas concerning the advisability of adopting this policy, particularly in areas where the great majority of the plant workers are women. Reports have been received of a few instances in which women have been given special permission to occupy houses. Thus far, of course, there is a great demand for family housing in most war industry areas, but if some houses have remained vacant in certain areas, it might be well to open these to women on an experimental basis.

VII. Immediate Action.

Eating facilities are vitally necessary at Walkerton, Indiana, the Kingsbury Ordnance Plant. Women on the day shift must walk 3/4 of a mile to get breakfast before taking the plant bus at seven o'clock. The dormitories have not been filled as a consequence. As four units are ready for occupancy and others are being constructed, dormitories will not be used until eating facilities are available.

In Ravenna, Ohio, the transportation problem is paramount. Provision must be made for carrying girls from dormitories to Arsenal. The present through bus is over-crowded when it reaches the dormitory.

Costs also are high. At present eating facilities are badly needed. While there are provided eating establishments within walking distance of the dormitory, they are very poor and are not ready to feed an increasing number of women adequately.

Defense – Dwelling
for Women
Def. Workers

December 2, 1941

Memorandum

To: Mr. C. F. Palmer, Division of Defense Housing Coordination
From:

Re: Duration Dwellings for Women Defense Workers.

Surveys of rural communities where defense operations have already employed large numbers of women reveal little local accommodations for the unattached woman and a belief in the community that temporary housing arrangements for such workers should be established by the government. Where duration dormitories for women defense workers have been constructed or planned, such dormitories provide ample bedroom accommodations, modern bath and toilet facilities, bed lights, frequent changes of linen, and maid service. However, living conditions for women workers in defense communities are such that additional facilities are needed to create a healthy normal existence and a stabilized labor force.

The migrating defense woman worker is not integrated readily into the social life of neighboring small towns. She is not immediately invited into its homes. Formal community entertainment is occasional. She cannot lounge about the main street. Dormitory bedrooms are furnished solely as bedrooms. Living space is very inadequate. Her free hours vary with her working shift.

These facts require that her normal daily re-creation should take place in or near her dwelling and be developed by herself. As some cooking is a normal part of her home leisure hours, provision for cooking should be available to her in or near her dwelling. As women defense workers will vary as to age and inclination, an opportunity to form naturally congenial groups should also be given.

To consider the living problems that have already arisen in defense communities, a conference was called of organizations interested in girls and women by the Women's Bureau. These groups recommended the following changes in duration housing plans for women.

Housing

1. That wherever possible smaller housing units be constructed with housekeeping facilities so that each unit could operate as an independent housekeeping group if it was so desired. The demountable four room house with kitchen, if made available to women defense workers, would provide housing for more defense workers than the present type of family unit housing constructed by the government which is generally popular.

2. If expense would prohibit the installation of a kitchen for each unit, a kitchen for two or three units would be advisable.

3. If the 52 unit dormitory must be built, it is deemed advisable:

   a. that washing and bathing facilities be divided into several units in place of the single large bath room now used;

   b. that laundry facilities with washtub and pressing equipment be made available;

   c. that an electric plate on which water can be heated and a small amount of cooking done be available so that simple food can be prepared for residents who are ill.

   d. That desks or tables for writing be made available;

   e. That lockers or closets with locks be provided for each individual.

Facilities for Meals and Leisure-Time Activities

If cooking and recreational facilities cannot be provided for each dormitory unit, a building should be constructed adjacent to the dormitory site to contain the following:

1. Provision of cooking facilities and tables so that women can prepare their own meals or engage in cooperative cooking arrangements.

2. A small lunch room or "soda bar" where sandwiches, soup, ice cream, etc. can be purchased at moderate prices.

3. A large living room for group activities.

4. Smaller recreational rooms for use of individuals with visitors or desiring quiet.

5. Recreational equipment, lamps, curtains, pictures, etc. be provided to give a livable atmosphere.

Paths to Duration Housing

1. When housing is located at a distance from the town or from the plant, some types of lighting should be provided to light

on the fields or roads that must be traversed at night.

2. Gravel paths orssidewalks should be provided to make the housing accessible in bad weather.

Management

While it is true that residents of the dormitories must be considered as employed adults who are paying for their rooms just as they would in a hotel, some general rules and regulations appear necessary to make living in the dormitory desirable and satisfactory to most women. Also it is important to foster friendliness and good will between persons in the community and residents in the dormitories by maintaining standards which will meet with general community approval. This is particularly important because of recreational and leisure time activities which may be sponsored by the community, itself.

As has been recognized some system of self-government is the best way of setting up any necessary rules. However, it is also important to have an exceptionally well qualified, tactful, and probably mature woman, employed to assist in the management of the dormitories. The proper type of person should be able to exert a very valuable influence both within the dormitories and in the community.

Miss Turner

So far as I know
this was not actually
sent but I think you
should have a copy for
your files. L W

HOMES REGISTRATION DIVISION OF THE DIVISION OF DEFENSE HOUSING COORDINATION

OFFICE OF EMERGENCY MANAGEMENT

Washington: Mr. Howard Strong, Director
Mr. Justin Radin - person interviewed
Barr Building, 17th and I Streets, Room 412

Reports to Washington:

Reports from local offices are supposed to be sent into Washington after the 20th of each month. They include the number of active vacancies, the number of new vacancies (both rooms and houses) filed during the month; the number of rooms and houses filled, the number retired from the file during the month. The same statistics are sent in about applicants. The numbers sent into Washington are not broken down into male and female; they are in the local offices by using different colored registration cards. The price range of vacancies, and the price range the applicants wish to pay are included in the reports. There is finally a report on room and housing shortage.

Local Organization:

Until recently Field Advisers attached to Washington set up local offices. Now there are sub-regional offices (see attached list).

The field adviser may work through the Chamber of Commerce, Women's Clubs, etc., in organizing local offices. If any expense is incurred, it is paid by funds raised locally. However, if a community cannot finance its office, it can request W.P.A. or N.Y.A. assistance - $1,600.00 from the President's Fund has been allocated to W.P.A. and N.Y.A. for this purpose.

LIST OF SUB-REGIONAL OFFICES

Region I has no sub-regional office as yet

Region II has no sub-regional office as yet

Region III

Cleveland Sub-Regional Office

Comprises all of Ohio; West Virginia; Michigan; and Kentucky, except Henderson which is close to Evansville, Ind., and will be handled by Chicago. Clarksville, Tennessee, will be handled from the Cleveland office.

Mr. Detlef E. Mackelmann, Assistant Regional Coordinator
Division of Defense Housing Coordination
4th Floor, Union Bank of Commerce Bldg.
Cleveland, Ohio

Chicago Sub-Regional Office

Comprises all of Minnesota; river towns in Iowa, which include Davenport, Burlington, and Dubuque; river towns in Missouri, which include Louisiana (Mo.) St. Louis, Weldon Spring; all of Illinois; all of Indiana with the exception of Charlestown, New Albany, Jeffersonville and Madison; all of Wisconsin.

Mr. Hugh Riddle, Assistant Regional Coordinator
Division of Defense Housing Coordination
Civic Opera Building
20 North Wacker Drive
Chicago, Illinois

State of Virginia will be handled by Region III from the Washington office except Arlington, Alexandria, and any place in Virginia near District of Columbia, which will be handled by Region II.

Region IV

Atlanta Sub-Regional Office

Comprises the states of Mississippi, Alabama, Georgia, Tennessee, Florida, North Carolina and South Carolina.

Mr. William E. Nash, Assistant Regional Coordinator
Division of Defense Housing Coordination
150 Hurt Building
Atlanta, Georgia

Region IV - continued

Dallas Sub-Regional Office

Comprises the states of Texas, Arkansas, Louisiana and Oklahoma

Preston Wright, Assistant Regional Coordinator
Division of Defense Housing Coordination
402 Fidelity Building
Dallas, Texas

Region V

Seattle Sub-Regional Office

Comprises states of Washington, Oregon, Idaho, and Montana.

Mr. Louis E. Scarbrough, Assistant Regional Coordinator
Division of Defense Housing Coordination
204 White Building
Seattle, Washington

San Francisco Sub-Regional Office

Comprises states of California, Nevada, Arizona, and New Mexico

Mr. O. W. Campbell, Assistant Regional Coordinator
Division of Defense Housing Coordination
Second Floor, Furniture Mart Building
1355 Market Street
San Francisco, California

Kansas Sub-Regional Office

Comprises states of North Dakota, South Dakota, Nebraska, Wyoming, Utah, Colorado, Kansas, Iowa, Missouri, and 50 miles from the river. The river localities are in this region. Also Miami, Oklahoma.

Mr. Holgar Aronson, Assistant Regional Coordinator
Division of Defense Housing Coordination
810 Federal Reserve Building
Kansas City, Missouri

Miss Hamburg

DORMITORIES FOR WOMEN

1st Conference June 29

A conference was held on Monday, June 29, with three members of the staff of the National Housing Authority - (this as a result of sending the recommendations for dormitories) Mrs. Ailman, Miss Blanche Halbert and Mr. Nelson came. Miss Anderson, Miss Robinson, Miss Wolfe and Miss Cannon were present for the Bureau.

The new plans for the dormitories were shown, as were the plans for furnishings and for the recreation and service center. The following points were checked.

1. Quiet

   Efforts are being made to eliminate noise as much as possible. The bath room and toilet facilities are in a center building in a separately constructed building from the sleeping wings of the dormitories, connected by corridors. The room farthest from the bath is 144 feet.

2. Laundry facilities

   There are laundry sinks in the bathrooms. More complete laundry facilities with drying racks and ironing boards are in the basement of the sanitary facilities building. A towel rack with space for drying small articles is to be in each room on the back of the door.

3. ~~Sanitary facilities~~

   The service employees are to live in the dormitories.

4. The housing authority is taking the responsibility for providing eating and recreational facilities.

5. A matron will be in charge of the women's dormitories. Someone will be on duty continuously. The matron will not sleep in the dormitories.

6. Where there is a sufficient number of dormitories, a separate unit will be construfted which will house the administration offices, a snack bar, the cafeteria, a pantry with a small hot plate for emergency and party purposes; an emergency infirmary, and recreation facilities which include the lounge with nooks for private conversations, small club rooms which can be thrown into one large room, a small game room and auditorium-gymnasium.

7. The bedroom equipment includes besides the bed (probably 39-inch) a chest, of drawers a clothes closet, a chair for each individual. Special attention is being given to the lighting and ventilation. It is not possible to provide doors for the clothes closet.

8. There will be some double rooms - the Women's Bureau has recommended 2/3 single - 1/3 double.

In addition there was discussion of the width of the beds. A follow-up memorandum was sent to Mr. Emmerich saying the Bureau considers 39 inch beds preferable to 30 inch beds - and if the men's dormitories are to be equipped with 39 inch beds then the women's dormitories should have the same.

There was frank disagreement between Mr. Nelson and Miss Halbert. The Bureau members preferred Mr. Nelson's plan for the arrangement of the furniture for the double rooms, each occupant's furniture was arranged on either side of the room so there need be no interference; and we liked the writing table at the head of the bed. We preferred the built-in furniture of Mr. Nelson's plans.

2nd Conference - July 1.

A second conference was asked for by Mrs. Ailman and Mr. Nelson to talk about (a) the size of the clothes cupboards; (b) the proportion of single to double rooms; (c) the number of women who could live together in small apartments; (d) the size of the cupboards as provided in the plans is satisfactory - i. e., 30 inches wide in single rooms, 24 inches minimum for double rooms, and 2 ft. 2 inches deep; (e) 1/3 double and 2/3 single rooms were recommended; (f) no more than four women should be asked to live together in small apartments, understanding there will be two sleeping rooms and a small living room. These apartments are suggested only where dormitories with satisfactory eating facilities do not exist. Attention was called to the necessity of providing marketing facilities for such housing projects.

1

Duration Dormitories for Women

Duration dormitories for women defense workers already constructed or planned give evidence of particularly high standards in the provision of certain facilities, such as bed lights, modern bath and toliet facilities, frequent changes of linen, and maid service. Also some single rooms are available and not more than two women occupy one room, a standard which is not being maintained in some private housing in defense areas. Furthermore, since suitable rooms for women have been reported as very scarce in a number of communities, local citizens have urged the erection of dormitories. However it is believed that, to make these dormitories acceptable to any large number of women, and therefore useful and financially successful, some additional facilities need to be provided.

I. Additional Equipment Needed in Each Dormitory Unit

A. Laundry facilities with wash tub and pressing equipment. (Such provisions may already have been made in some units)

B. Desks or tables for letter writing, etc., If a table cannot be provided for each room, at least a few tables or desks should be available in lounging rooms.

C. Curtains for all bedrooms and living rooms. (It is understood that some provisions for curtain included in dormitory plans but these were not actually in the rooms at the time one dormitory was visited-perhaps because it was only recently completed).

D. (Over)

E. An electric plate on which water can be heated and a small amount of cookiing done.

1. Particularly essential so that simple food can be prepared for residents who become ill.
2. Also would make it possible for residents to prepare simple meals for themselves when they so desired.

(Note- It might be possible to dispense with an electric plate for each unit if certain other types of eating facilities made available-see below).

II. Facilities for Meals and for Recreation and Leisure-Time Activities-

If these cannot be provided for each dormitory unit consideration should be given to the possibility of constructing buildings adjacent to the dormitory sites to contain the following:

A. Facilities for Meals and the Preparation of Food.

1. It seems imperative that some type of eating facilities be provided in or very near each unit. Consideration should be given both to the establishment of;
    - a. A small lunch room or "soda bar" where sandwiches, soup, ice-cream, etc., could be purchsed at moderate prices.
    - b. Provision of cooking facilities and tables so that women can prepare meals for themselves ~~would be a great convenience~~ would be a great convenience and a source of recreation and enjoyment for some women as well.

(Note-If adequate eating and cooking facilties available very near each dormitory unit so that food could be carried to persons who

7. D. Lockers for each occupant of a room or some type of individual closet which can be locked. (Closets with no doors seen in one dormitory visited).

might be ill,perhaps an electric plate,although very desirable,would not be absulutely necessary in each unit).

B.Facilities for Recreation and Leisure-Time Activities

1.Considerably larger living room space than is now available is necessary for relaxation and recreation,especially because
    a.Individual rooms are furnished solely as bedrooms and so are unsuitable for many activities in which people normally engage in their homes.
    b.Women usually desire to entertain visitors [redacted] and therefore sufficient space is needed to make this possible and also to take care of the recreational needs of the dormitory residents, themselves.

2.In addition to curtains,a few pictures and lamps should be provided to make the lounging rooms attractive and livable.

3.Some recreational equipment,such as table games and a ping poing table, highly desirable.

General Comments

Location It is recognized that the selection of desirable sites for the building of dormitories is complicated by a number of factors.The temporary character of the structures no doubt presents some problems.Also many defense plants are built in the country several miles from ~~the center of~~ the nearest town so that dormitories cannot always be constucted near the center of a town because of transportation difficulties.Perhaps in the selection of future sites,however,arrangements could be made sometimes to solve the transportation problem so that dormitories could be erected near the main part of a town.This would make commercial recreational and eating facilities more available and perhaps lessen the amount of such facilties needed on the dormitory grounds.

If dormitories have to be built in distrcits which are spareely inhabited so that women have to walk at night for considerable distances across fields or vacant lots,or along roads, ,an attempt should be made to provide some type of lighting.This is especially important in places where a good many women are employed on night shifts,Also a sufficient number of sidewalks or gravel paths should always be provided so that the dormitories will not be difficult to reach in bad weather,and a certainn amount of

__Future Considerations__ --In the planning of future dormitories for women consideration should be given to the possibility of constructing the dormitories in smaller units. If buildings of the present size must be constructed, it would be desirable to distribute the bathing and toilet facilities into several smaller rooms.

The opinion is rather widely held that a considerable number of single women really prefer living in small apartments or houses where some cooking can be done. Although it is perhaps an ideal which cannot be approached, serious consideration should be given to the possibility of constructing small demountable units for approximately four women with small kitchens attached. If expense would prohibit the installation of kitchen equipment for each unit, perhaps a kitchen could be provided for each two or three units. Actually more defense workers could be provided with

(over)

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
Washington

REPORT ON DORMITORIES FOR WOMEN DEFENSE WORKERS BASED ON AN INTERVIEW BETWEEN A REPRESENTATIVE OF THE RESETTLEMENT DIVISION, FARM SECURITY ADMINISTRATION, U. S. DEPARTMENT OF AGRICULTURE, AND LOUISE STITT AND MARY ROBINSON, OF THE WOMEN'S BUREAU, U. S. DEPARTMENT OF LABOR.

I. Duration Dormitories the Responsibility of the Farm Security Administration.

In the present national emergency, industrial activity has increased and a vast number of workers have been brought into cities and towns. Existing housing facilities have been inadequate to care for this influx of workers even though quarters have been shared and beds used in shifts. Industrial expansion, necessary to fill defense orders, has been seriously retarded because key workers, whose services are greatly in demand, have left the plants and obtained employment where standard and more economical housing exists. The dormitory program, administered by the FSA is designed to provide temporary shelter units to inadequately housed or unhoused women (and men) who are essential to chief industries or establishments designated by the Division of Defense Housing Coordination of the Office for Emergency Management.

Demountable dormitories were selected as the temporary shelter medium because they could be moved more easily to other areas needing the temporary shelter, when the need at first and subsequent locations ceases to exist. Dormitory units will be moved as soon as adequate private and more permanent defense housing units are available for defense workers, although it is possible that the majority of the dormitory units constructed will be needed in the first locations throughout the period of the emergency. Since the dormitories are intended to offer only temporary shelter, defense workers will be required to move to standard housing units when such units become available even though they may be less conveniently located or less economical than the dormitories.

This program is designed to provide shelter for essential employees in designated defense industries. It is necessary for the defense plant to certify to the project manager that applicants are employed by and are essential to that industry. The project manager then determines the eligibility of an applicant for a temporary shelter unit in accordance with certain established criteria. The project manager works closely with the personnel office of the designated industry and advises that office of the criteria and priorities to be used in accepting defense workers as occupants of the project.

Dormitories are available FIRST to applicants who are single or without family problems locally, who are domiciled beyond reasonable commuting distance of the defense industry in which they are or are to be engaged, and SECOND to applicants who are single or without family problems locally, who are living locally under conditions below standard.

Defense workers are eligible for dormitory units only while employed by the designated defense industry. The project manager arranges with the personnel office of the defense industry a satisfactory method for checking the continuation of employment.

II. Duration Dormitories for Women Already Underway or Planned

1. Bremerton Navy Yard, State of Washington

   Total Project - 7 Dormitories with 469 Units.

   One Dormitory with 67 units is provided for women defense workers. (office workers and sewing machine operators in the sail loft).

2. Aberdeen, Maryland - Proving Ground.

   Total Project - 4 Dormitories with 200 Units.

   Original plans were for 3 Dormitories to be used for women workers and 1 dormitory for men. However, as the number of men hired greatly exceeded the number of women, only 2 dormitories have been reserved for women.

3. Ravenna, Ohio - Ravenna Ordnance Works

Total Project - 8 Dormitories with 500 Units.

Construction is under way on this project. The site is located between Ravenna and the Ordnance Plant. Each building for women will house approximately 60 occupants. It is expected that the first of these dormitories will be ready for occupancy early in December.

4. Dublin, Virginia - New River Ordnance Plant

Total Project - 500 Units for Women
250 Units for Men

Site is located across from the ordnance plant near the town of Dublin. The occupants of the dormitories will have access to the plant cafeteria. This factor was an influential one in the selection of the site for the dormitories. Had the units been located near Pulaski, with greater opportunities for recreational facilities, the transportation problem would have been difficult to solve.

5. Sidney, New York - Several Industries.

Total Project - 2 Dormitories with 102 Units.

This project was originally intended for men. However, FSA is now considering the use of 1 building for women defense workers.

6. Elkton, Maryland - Triumph Explosives, Inc.
National Fireworks, Inc.

Total Project - 4 Dormitories with 200 Units.

150 units are intended for women and 50 for men.

Construction is not yet underway.

III. General Procedure in Regard to Housing for Defense (in the Temporary Shelter Program) with Special Reference to the Farm Security Administration.

Public Law No. 9, 77th Congress, as amended by P.L. No. 73, appropriates a total of $20,000,000 to the President for the development and operation of projects providing temporary shelter in localities where a shortage of housing exists by reason of national defense activities. The act authorizes the expenditure of these funds by any Federal agency selected by the President. The President has from time to time made portions of these funds available to the Farm Security Administration, through the U. S. Department of Agriculture, for the development of dormitory projects.

The determination of need for temporary shelter projects is the responsibility of the Division of Defense Housing Coordination of the Office for Emergency Management. Based upon formal request from that Office, the Farm Security Administration, through the Secretary of Agriculture, submits an estimate of the cost of development and construction of the facilities specified. The President upon the recommendation of the Director of the Bureau of the Budget and the Coordinator of Defense Housing approves an allocation of funds to the Secretary of Agriculture for the proposed defense housing developments. From that time on, FSA assumes responsibility for the construction and operation of the facilities required.

If an industrial defense plant should make known to the Women's Bureau a need for a dormitory for women, this information should be referred to Mr. C. F. Palmer, Coordinator, Division of Defense Housing Coordination, Office for Emergency Management, 1600 Eye Street, N. W. Washington, D. C.

IV. General Description of Dormitories and Rules and Regulations.

Dormitories are of demountable type with both single and double room accommodations available. Each dormitory building generally provides from 50 to 67 units, and each building provides a lounge room, toilets, showers and lavatories. The dormitories are operated with usual hotel services. Bed linens are changed twice weekly, and clean towels are furnished to each occupant daily.

The dormitories are simply furnished, with metal equipment, and are kept clean and orderly at all times. The buildings are cleaned daily by chambermaids and janitorial and maintenance service is also provided.

The FSA maintains an administrative and custodial staff at each project, with employees qualified to carry on the work of the project. These employees are hired under approved personnel procedure, and applications for positions in these projects should be submitted directly to the Personnel Division of the FSA.

V. Rental Rates

The Division of Defense Housing Coordination has approved minimum and maximum rental rates for the dormitory units. These range from $3.50 to $5.00 per week per person for double rooms and $5.00 to $7.00 per week for single rooms. The rates include linens, blankets, maid and similar rooming house or hotel services. Where possible, a flat rate is established for each general type of project unit. Every attempt is made to have rental charges conform to the general local markets. Before a rate, within the minima and maxima mentioned above is established, a representative of the FSA makes a complete survey of rates for similar accommodations in the locality. This representative interviews official of local Chambers of Commerce, local Fair Rent Committees, Homes Registration Bureaus, city governments, real estate interests, boarding house keepers, etc.

VI. General Discussion

The FSA encourages self government by the occupants of dormitories and is willing to work closely with committees representing dormitory tenants. If rules and regulations are self-imposed and administered on a self-government basis, the results are much more satisfactory than if the project authorities assume complete responsibility for this phase of operations.

In the project there can be a project council made up of representatives from each dormitory building. In Bremerton, for example, there is a tenants' association responsible, with the aid of the project staff, for running the community with a monitor system. This particular association has drawn up a town constitution, and has found its efforts highly successful.

FSA is willing to work with all types of local groups, YWCA, USO, Women's Clubs, Labor Councils, etc. in efforts to provide recreational facilities on each of the dormitory projects. Through limitations of the Act appropriating funds for this program, very little can be done directly to provide recreational facilities and equipment.

The first of the dormitory projects for women has been in operation only a short time, but already FSA has found the facilities provided acceptable to the tenants and, though the dormitory conditions do not necessarily measure up to ideal standards, the people in the dormitories realize that, without them, they would probably be living under much worse conditions.

Miss Cannon

FARM SECURITY ADMINISTRATION REGIONAL REPRESENTATIVES FOR DEFENSE HOUSING

Mr. W. E. Georgia	Assistant Regional Director, RP Farm Security Administration 17 Brief Avenue Upper Darby, Pennsylvania
Mr. William Lightfoot, Jr.	Assistant Regional Director, RP Farm Security Administration 342 Massachusetts Avenue Indianapolis, Indiana
Mr. Marcus Braswell	Senior Administrative Assistant Farm Security Administration Patterson Hall, State College Campus Raleigh, North Carolina
Mr. Julian Brown	Assistant Regional Director, RP Farm Security Administration Bell Building Montgomery, Alabama
Mr. E. B. Whitaker	Assistant Regional Director, RP Farm Security Administration Donaghey Trust Building Little Rock, Arkansas
Mr. L. A. White	Assistant Regional Director, RP Farm Security Administration Terminal Warehouse Building Lincoln, Nebraska
Mr. W. A. Canon	Assistant Regional Director, RP Farm Security Administration State Fair Park Dallas, Texas
Mr. H. M. Coverley	Assistant Regional Director, RP Farm Security Administration 30 Van Ness Avenue San Francisco, California
Mr. R. T. Magleby	Assistant Regional Director, RP Farm Security Administration 233 Terminal Sales Building Portland, Oregon
Mr. James A. Mullens	Chief of Defense Housing Farm Security Administration 29 - 30 Commercio Street San Juan, Puerto Rico

TEMPORARY DEFENSE HOUSING PROJECTS

FARM SECURITY ADMINISTRATION

Region I:

- **Aberdeen, Maryland
- Annapolis, Maryland
- **Middle River (Baltimore), Maryland
- Beaver County, Pennsylvania
- **Bethlehem, Pennsylvania
- Delaware County, Pennsylvania
- Dover, New Jersey
- Elkton, Maryland
- **Erie, Pennsylvania
- East Hartford, Connecticut
- **Hartford, Connecticut
- Massena, New York
- Middletown, Pennsylvania
- **New London, Connecticut
- **Sidney, New York
- **Waterloo (Seneca County), New York
- York, Pennsylvania

Region III:

- **Burlington, Iowa
- Burns City, Indiana
- Crab Orchard, Illinois
- Dayton, Ohio
- Joliet, Illinois
- Kingsbury - La Porte, Indiana
- Port Clinton, Ohio
- **Ravenna, Ohio
- Rockford, Illinois
- Weldon Springs (Wentzville), Missouri

Region IV:

- Hampton Roads, Virginia
- **Jacksonville, North Carolina
- Nashville, Tennessee
- Newport News, Virginia
- **Portsmouth, Virginia
- Pulaski (New River), Virginia
- **Wilmington, North Carolina

Region V:

- **Huntsville, Alabama

Region VI:

Little Rock (Jacksonville), Arkansas
Mindon, Louisiana
Pascagoula, Mississippi
Pine Bluff, Arkansas

Region VII:

Parsons, Kansas

Region VIII:

Texarkana, Texas
**Orange, Texas

Region IX:

**Benecia, California
Lompoc, California
Ogden, Utah
**Paso Robles, San Miguel, California
Sacramento, California
Salt Lake City, Utah
**San Diego, California
**Vallejo, California

Region XI:

**Bremerton, Washington
Umatilla, Oregon

Region XIII:

San Juan, Puerto Rico

**Indicates projects now occupied.

Comm Med

August 7, 1942

Dr. Philip M. Hamer, Director
Reference Division
The National Archives
Washington, D. C.

Dear Dr. Hamer:

The Women's Bureau is concerned with the housing of women war workers in the United States during World War I.

Will your division give us abstracts of your records of data bearing on the following questions:

> What control or regulation existed over boarding and rooming houses, and rooms in private homes, as to cleanliness, sanitation, respectability?
>
> How were these controls enforced?

Will you refer your reply to Miss Buchanan, Research Division? Thank you.

Sincerely yours,

SLB:ml

Mary Anderson, Director

Comm M [illegible]

June 30, 1942

Mr. Gilbert L. Rodier, Director
Washington Metropolitan Area
  of the Federal Public Housing Authority
Temporary Bldg. 2
19th & E Streets
Washington, D. C.

My dear Mr. Rodier:

Sometime ago agents of the Women's Bureau talked with you about plans for dormitories for women. Recently recommendations regarding the dormitories in the war industry areas were prepared by the Women's Bureau based on the findings of the Women's Bureau field investigators. I am enclosing the first section of the recommendations, believing they may be of interest to you. If the Women's Bureau can be of any further assistance to you, I hope you will not hesitate to write me.

Sincerely yours,

Mary Anderson, Director

MA:MC:IS

Women's Bureau
U. S. Department of Labor
Washington

May 22, 1942

Duration Dormitories

Duration dormitories built by the Farm Security Administration for women workers at ammunition plants have been seen in operation at Elkton, Maryland; Dublin, Virginia; Ravenna, Ohio; Walkerton, Indiana; at the Proving Grounds at Aberdeen, Maryland; and the Navy Yard at Bremerton, Washington. Certainly these dormitories have many attractive features, such as comfortable beds, bed lights, modern toilet and bath facilities, frequent changes of linen and maid service. Also there are some single rooms and no rooms are designed to accommodate more than two, a standard which is not adhered to in many of the private rooms available in war industry communities.

However, after careful investigation, the Women's Bureau believes that additional facilities need to be provided in the dormitories, themselves, to make them not only more attractive but more livable. In dormitories now occupied women dormitory residents have evolved make-shift arrangements to supplement existing facilities. Such arrangements, not desirable from the point of view of management or safety, would be obviated if more complete facilities were included in regular dormitory plans.

The list of recommendations which follows is not to be construed as exhaustive, but as indicative of certain types of facilities of particular importance to women, for which more adequate provision needs to be made in the existing dormitories, and which should be included in the plans of dormitories built in the future. Some of the suggestions have already been adopted in part by the Farm Security Administration, but this agency has been handicapped by lack of authority, as well as funds.

I. Facilities for each dormitory unit.

a. As workers sleep at odd hours, due to the three shift operation of plants, dormitories should be constructed so as to deaden as much noise as possible.

b. Laundry facilities with wash tubs, drying racks, and pressing equipment should be made available, preferably in a separate laundry room.

c. Washing and bathing facilities should be divided into several units in place of the single large bathroom now used in dormitory units designed to accommodate over fifty women.

d. A locker or closet should be provided for each occupant of a double room. Doors with locks are highly desirable for all closets.

e. Light cooking facilities should be available in case of illness or other emergency.

f. Office and private bedroom for dormitory manager should be provided to retain high type of management.

g. Some space must be provided for service help so they will not have to stand in halls when not engaged.

NY T 3/21

TURNOVER IN LABOR IS LAID TO HOUSING

Agencies Say Shift In War Workers Are Often Due to Shortage in Homes

CIVILIAN AID IS SOUGHT

Homeowners Are Being Helped With Conversion Project to Provide Extra Apartments

Special to THE NEW YORK TIMES.

WASHINGTON, March 20—Evidence of high labor turnover in war industry areas where housing facilities are lacking has led government officials in interested agencies to back a plea for the civilians to provide apartment space in their homes as a vital defense move.

It has been pointed out by spokesmen for the National Housing Agency that suc ha "rehabilitation" scheme has long been a part of the programs of the Home Owners Loan Corporation and the Federal Housing Authority. The urgency is so great, it is noted, that high priorities are granted to home owners wishing to convert their basements or third floors into apartments and that the HOLC will provide free architectural service to any home owner contemplating such a conversion.

It is understood that the Office of Civilian Defense feels that a nation-wide appeal to home owners to make space available to war workers as a civilian defense measure should b emade, but such an appeal would fall within the province of the National Housing Agency.

The basis for the pleas lies in the information gathered by the National Housing Agency and the Labor Supply section of WPB. According to their records the following cities and their surrounding areas are in need:

Hartford, Maltimore, Camden, N. J.; Chester, Coatesville and Berwick, Pa.; Paccagoula, Miss.; Mobile, Ala.; Buffalo, Chicago, Wichita, Detroit, Ypsilanti, Pontiac, Flint and Saginaw Bay, Mich.; Newport News and Norfolk, Texarkana, Los Angeles, San Diego, Seattle, Las Vegas, Ogden, Salt Lake City, Bath, Me., and Pueblo.

The conditions in these areas vary. In some cities such as Berwick, Pa., and Texarkana, there is not enough local housing to aid in accommodating the influx of workers. In others, such as Hartford and Washington, the shortage is not only one of housing, but of single rooms for workers who have come without their families.

The Newport News area has already seen its private housing used to the utmost. In others, like Baltimore, the transportation situation is almost as much to blame for the high labor turnover as the housing shortage.

In view of these factors it has been suggested that the home owners in these localities inspect the needs of the area before undertaking conversion.

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The Homes Registration Offices—there are 289 of them in the country—will be able to supply some information on immediate needs.

Joseph Tufts, in charge of defense housing and transportation in the Labor Division of WPB, asserted that much could be done to insure a good labor supply in the vital war plants if the owners of private homes in those areas would make extra efforts to provide emergency housing. In some cases, he said, this might be necessary only until Federal housing units are built.

Shipyard and airplane areas are affected by the housing shortage, in some instances, Mr. Tufts said. One of the major problems has been to provide homes for highly paid engineers and technicians moving into areas where new plants are being built.

Appeals to civilians to open up all available living space to war workers have already been made in several areas, notably in Washington. Pressure for an authoritative appeal on a nation-wide scale is gaining momentum and may soon be made on an official basis.

Streamlining Housing Nets Shuffle

Streamlining of housing agencies is moving along.

U. S. Housing Authority becomes a mighty agency now, inheriting the defense functions of these:

Farm Security Administration (nonfarm housing division), Public Buildings Administration, Defense Homes Corporation, and some RFC subsidiaries.

Nothing publicly has been said on this point, but USHA privately is accusing some of the parent holding agencies of shoving over to it their personnel "culls." The accused agencies are equal to the occasion by declaring USHA is "stealing" their best men.

USHA has its own pattern into which it is pressing acquired personnel. This pattern-pressing process is proving somewhat painful. Even in USHA there is a belief that USHA has been entirely too harsh with its pattern-pressing.

Just which group in USHA is going to win out in the struggle for supremacy is beclouded in the dust of conflict. But some indication can be had by reading General Order No. 1, just issued, which provides that—

The following named officials will remain till further notice: Lee F. Johnson, assistant administrator for management, who last year was advanced from $5,400 to $8,000. Albert C. Shire, director, technical division. H. Tudor Morsell, director, land division. Samuel J. Elson, director, finance, accounts division. Walter V. Price, director, labor relations division.

A number of other division chiefs are unmentioned. The so-called housing enthusiasts are not doing so well, and will not. Stress will be on "management." It is held that one who ment." It is held that one who is a housing enthusiast can hardly be expected to be a "management engineer."

Management calls for getting all the gears and cogs to mesh. It has been claimed that the cogs were gathering sand and here was a wonderful opportunity. And so it is said that this is one of the main reasons why John Blandford was named housing dictator. Herbert Emmerich then was brought in as USHA administrator. He, too, is a management man.

Because Emmerich and Blandford have known each other for years, they will work together without conflict. Neither lays great claim to knowing anything about housing.

Leon Keyserling becomes general counsel, National Housing Agency. Formerly he was deputy administrator, USHA. He had been boomed for USHA administrator.

Keyserling will inherit more than one hundred lawyers from the absorbed agencies. He explains he is undecided whether he will consolidate all this talent and who will be assistant general counsel.

Blandford will pick a new staff for himself in large degree. Few will come from subagencies. Some may come from Budget Bureau and some may have foundation background.

Community

(COPY)

NATIONAL HOUSING AGENCY
WASHINGTON, D. C.

Office of the Administrator June 3, 1942 1600 Eye Street, N. W.

Miss Mary Anderson, Director
U. S. Department of Labor
Women's Bureau
Washington, D. C.

Dear Miss Anderson:

Thanks very much for your letter of May 21 enclosing suggestions with reference to facilities for women employed in large ammunition plants located in rural areas. One set of this material I am forwarding to Herbert Emmerich, Commissioner of the Federal Public Housing Authority for the use of his people in designing projects; and the other set is being made available to the research section and the field people of the Administrator's office for their use in connection with programming war housing.

I am sending a copy of this letter to Mr. Emmerich with the thought that he will designate someone to confer with your people on matters of design; and I am asking Sam Dennis of our staff to confer on information that has to do with the need of housing for women war workers.

Thanking you again and with best regards,

Sincerely yours,

(Signed) John B. Blandford, Jr.
Administrator

(2)

Miss Wendt

May 21, 1942

Mr. John B. Blandford
National Housing Administrator
National Housing Authority
Washington, D. C.

My dear Mr. Blandford:

Early in 1942 the Women's Bureau held satisfactory conferences with representatives of the Division of Defense Housing Coordination and the Federal Farm Security Administration concerning the housing problems of women employed in large ammunition plants located in rural areas. Since that time the Bureau has completed its survey of all such plants now operating and is familiar with women's employment and living problems in these areas. As adequate living facilities are vital to the maintenance of a steady labor force of women as well as men in ammunition plants, it is essential to the production program that reasonably comfortable living arrangements be made.

While women living within 40 miles of communities in which the plants are located are being employed as far as possible, as production reaches maximum with three shifts employed daily, in-migration must result. Surveys of rural communities reveal little accommodations for the unattached woman and a belief in the community that the Government is responsible not only for temporary living arrangements but for furnishing food facilities, as well as recreational facilities. As final decision concerning the physical setup and equipment of such units rests with you, we are sending you a brief summary statement of our findings together with our recommendations as to needed additions.

We would be glad to confer with members of your staff concerning these matters if you would designate a representative.

Very truly yours,

Mary Anderson, Director

MCS files

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

Duplicate

Memorandum
To: Helen S. Rowe, Children's Bureau Room 733
From: Mary Cannon Rooom 1320

Attached is the material we prepared for your personal information + use concerning recreational needs of Rural Defense Areas. ~~Good luck~~! We always ask that this material not be given publicity -

Defense Areas Where Recreational Needs Are Most Urgent

Defense Areas	Recreational Needs
Texarkana, Texas	Since practically all of the Defense Housing for Lone Star and Red River Ordnances is to be located in the nearby villages of Hooks and New Boston, some recreational facilities will be needed. The site of the women's dormitories was undetermined at time of agent's visit. It would seem better to build the dormitories either in Texarkana, where a U.S.O. building has been erected, or near the Housing project in Hooks where a recreation center could service both groups.
Jacksonville, Arkansas	Some kind of a recreation building will be needed near the housing project and trailer camp at Jacksonville. These projects are not far from the Administration area where dormitories are in process of construction. One building could service all of these groups.
Milan, Tennessee	Housing of all kinds was needed in Milan at time of agent's visit. The city has requested a Recreation Building. Has this project been certified? The existing facilities seemed to be very inadequate.
Flora, Mississippi	A recreational center is needed providing the proposed housing project is located in Flora.
Crab Orchard Lake, Illinois	Facilities are needed for recreation and housing in this area, although the influx of new people has not been the contributing cause to present conditions. This region has been a depressed one for a number of years due to unemployment in the mining industry.
Joliet - Wilmington - Elwood, Illinois	A community building is needed, and had been promised to local people interested, but the project had not been provided at time of agent's visit. What has happened in regard to this building?

e Areas Where Recreational Needs Are Most Urgent - Cont'd.

Defense Areas	Recreational Needs
Ravenna, Ohio	The recreational facilities should be moved to a more convenient location to the dormitories, or transportation be provided to these centers.
Kingsbury, Indiana (a) Walkerton: Women's Dormitories - 250 Additional dormitories in construction - 500 Trailer camp - Housing Units -	Inasmuch as all of these housing projects are in the same section of the town of Walkerton, some recreational center is needed. This building should contain a cafeteria as the eating facilities are three quarters of a mile from the dormitories and no good restaurants are available after walking that distance. The girls taking the 7 o'clock bus to the plant must walk uptown for breakfast although the bus passes the dormitories. Many of the girls do not eat breakfast as a result. The plant cafeteria does not open in time for them to get breakfast on the area.
(b) Kingsford Heights (Proposed site of 3,500 family houses and possible additional dormitories)	Since this housing project will be a little city just across the highway from the plant, recreational facilities should be incorporated in the building plans. Probably this has been done but it might be well to check on proposed plans.

DEPARTMENT OF LABOR

Miss Turner -

Attached is an extra copy of recommendations in rural community areas.

L. Wendt

No. 203

GPO

Women's Bureau
U. S. Department of Labor
Washington

May 22, 1942

RECOMMENDATIONS CONCERNING LIVING NEEDS OF WOMEN WORKERS IN RURAL COMMUNITY PLANT AREAS.

Duration Dormitories

Duration dormitories built by the Farm Security Administration for women workers at ammunition plants have been seen in operation at Elkton, Maryland; Dublin, Virginia; Ravenna, Ohio; Walkerton, Indiana; at the Proving Grounds at Aberdeen, Maryland; and the Navy Yard at Bremerton, Washington. Certainly these dormitories have many attractive features, such as comfortable beds, bed lights, modern toilet and bath facilities, frequent changes of linen and maid service. Also there are some single rooms and no rooms are designed to accommodate more than two, a standard which is not adhered to in many of the private rooms available in war industry communities.

From the point of view of occupancy, the success of these dormitories has thus far been varied. The dormitories at Elkton, Maryland, opened on March 23 of this year, are practically full. The unit at Aberdeen is now completely occupied, although some difficulty was encountered there for many months. On the other hand, only a relatively small number of women have as yet moved into the dormitories at Dublin, Ravenna and Walkerton.

Many factors are no doubt contributing elements to these differing situations. The number of women employed thus far at the different plants, the extent and direction of in-migration, the adequacy of ttransportation from nearby towns, and the availability of other living accommodations, are all important. However, after careful investigation, the Women's Bureau believes that additional facilities need to be provided in the dormitories, themselves, to make them not only more attractive but more livable. In dormitories now occupied women dormitory residents have evolved make-shift arrangements to supplement existing facilities. Such arrangements, not desirable from the point of view of management or safety, would be obviated if more complete facilities were included in regular dormitory plans.

The list of recommendations which follows is not to be construed as exhaustive, but as indicative of certain types of facilities of particular importance to women, for which more adequate provision needs to be made in the existing dormitories, and which should be included in the plans of dormitories built in the future. Some of the suggestions have already been adopted in part by the Farm Security Administration, but this agency has been handicapped by lack of authority, as well as funds.

I. Facilities for each dormitory unit.

a. As workers sleep at odd hours, due to the three shift operation of plants, dormitories should be constructed so as to deaden as much noise as possible.

a. Laundry facilities with wash tubs, drying racks, and pressing equipment should be made available, preferably in a separate laundry room.

c. Washing and bathing facilities should be divided into several units in place of the single large bathroom now used in dormitory units designed to accommodate over fifty women.

d. A locker or closet should be provided for each occupant of a double room. Doors with locks are highly desirable for all closets.

e. Light cooking facilities should be available in case of illness or other emergency.

f. Office and private bedroom for dormitory manager should be provided to retain high type of management.

g. Some space must be provided for service help so they will not have to stand in halls when not engaged.

II. Facilities for meals.

The greatest complaint concerning existing temporary housing facilities is their lack of satisfactory eating facilities where good, clean, well-balanced meals may be obtained. Apparently, the responsibility for providing food has not been specific. The plants have a plant commissary. As this is located in the administration building, it is not within walking distance of the great mass of production workers who have one-half hour lunch periods, even at lunch periods. There are two systems of serving food — the first is to have a wagon run through the plants from which workers secure sandwiches and coffee or soup. The other system is to have a stationary canteen or lunch counter from which purchases may be made. In several plants women had to bring their own lunches which was almost impossible for dormitory girls. With only a light lunch, substantial other meals are necessary.

While good food is desired for all workers, it is especially necessary for women working in "explosive area." As women are employed on three shifts, food service must be available at dormitory restuarants during the 24 hours. While different solutions may be possible in different places depending on such facts as location of dormitories and transportation facilities, the Housing authorities must take the responsibility of solving the problem or seeing that it is solved.

III. Leisure time activities.

Lounging and recreational space in the dormitories, as originally constructed, was very small considering the number of residents per unit and the fact that women workers are not taken into the local town's social life. Even in areas where some recreational facilities have been provided by the U.S.O. or Govermental agency, they are not near the dormitories already built.

It is recommended that some eating and recreational facilities should be provided in a building adjacent to the dormitory. This should contain:

a. a cafeteria or restaurant serving regular meals;

b. provision for cooking facilities and tables so that women may prepare their own meals or engage in cooperative cooking arrangements;

c. a large recreational room for group activities;

d. smaller living or reception rooms for the use of individuals with visitors or those desiring quiet;

e. recreational equipment, lamps, curtains, pictures and desks for letter writing would give a livable atmosphere.

IV. Paths to Duration Housing.

a. When housing is located at a distance from the town or from the plant, some type of lighting should be provided to light the fields or roads that must be traversed at night.

b. Gravel paths or sidewalks should be provided to make the housing accessible in bad weather.

V. Management.

Good management is, of course, also important in any housing project, and it has already been demonstrated that managers with initiative and tact have been able to work out numerous dormitory problems. A woman should be included on the management staff of all projects where women are living.

One suggestion concerning procedure at the opening of dormitories may be of value. If only a few girls move into a dormitory project at the beginning, they are naturally inclined to be lonesome and are apt to get a poor impression of the accommodations provided. If a considerable group of about twenty or thirty, or even more, could be admitted at virtually the same time, it seems probable that the project would have a better chance of success at the outset.

VI. More desirable accommodations.

While it is recognized that the present dormitories were built to fit into a limited cost figure, and that the rents should be kept down to about one-fifth of the average occupant's income, by the time necessary additions are made, the cost will have risen. Wherever possible it is recommended that smaller housing units be constructed with housekeeping facilities so that each unit could operate as an independent housekeeping unit if it so desired. If the expense and lack of materials would prohibit the installation of a kitchen for each unit, a kitchen for two or three units would be advisable. Many women prefer housekeeping accommodations. In fact, in one dormitory project, quite a number of women residents have inquired about the possibility of renting Government trailers which are in the vicinity.

The demountable four room house with kitchen, if made available to women defense workers, would provide housing for more defense workers than the present type of family unit housing constructed by the Government which is generally popular. Discussion has been going on in some areas concerning the advisability of adopting this policy, particularly in areas where the great majority of the plant workers are women. Reports have been received of a few instances in which women have been given special permission to occupy houses. Thus far, of course, there is a great demand for family housing in most war industry areas, but if some houses have remained vacant in certain areas, it might be well to open these to women on an experimental basis.

VII. Immediate Action.

Eating facilities are vitally necessary at Walkerton, Indiana, the Kingsbury Ordnance Plant. Women on the day shift must walk 3/4 of a mile to get breakfast before taking the plant bus at seven o'clock. The dormitories have not been filled as a consequence. As four units are ready for occupancy and others are being constructed, dormitories will not be used until eating facilities are available.

In Ravenna, Ohio, the transportation problem is paramount. Provision must be made for carrying girls from dormitories to Arsenal. The present through bus is over-crowded when it reaches the dormitory. Costs also are high. At present eating facilities are badly needed. While there are provided eating establishments within walking distance of the dormitory, they are very poor and are not ready to feed an increasing number of women adequately.

~~CONFIDENTIAL~~

SUMMARY OF ARTILLERY AMMUNITION PLANT INFORMATION AS RELATED TO LIVING NEEDS OF WOMEN WAR WORKERS

Artillery ammunition plants and a few Army Depots were visited in the 17 areas listed in this tabulation. Practically all of these plants are new and most are situated in predominantly rural areas, at least five to fifteen miles from the nearest town. In a few instances one medium sized city is in the vicinity.

Although some ordnance plants employing women only for office work were visited, detailed information was obtained mainly for those plants where women are, or will be, employed on productive operations. Of the plants using women on production, only three expect to employ less than 3,000 workers at the peak. Four will probably employ 3,000 to 5,000, and four others will employ between 5,000 and 10,000. Seven plants expect to employ over ten thousand people, and officials of several of these estimated that total employment may go as high as fifteen or twenty thousand, and in a few cases even higher. Figures were obtained from practically all firms and concerning the numbers of men and women employed at the time visits were made concerning the estimated numbers necessary for peak production, but these data were obtained with the understanding that they would be held in the strictest confidence. Therefore, only the proportion of women to be employed at peak production have been shown by plant.

It must be recognized that in many instances the majority of a plant's workers are still commuting from a radius of 35 to 50 miles by private cars. Therefore the transportation problem may eventually become very serious in certain places, and if this problem cannot be solved, more housing of many types will be needed.

DECLASSIFIED
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The minimum age limit for women in most of the plants is 18, although a few have limits of 20 or 21. Only a few definite maximum age limits were reported, but physical requirements, maximum weight restrictions (found in one or two plants), and preference of some employers, tend to make younger women predominate in these plants at present. There are no restrictions against married women. In fact most officials guessed that half or more of the women who have already been hired are married. However, it seems probable that in places where in-migration occurs to any extent, the proportion of single women will increase.

With a few exceptions, there has been no marked tendency yet to hire Negroes on productive operations, but a considerably larger supply of local labor may become available in a good many areas if this practice comes into general use.

While the emphasis has been placed in this summary on the productive or plant workers, probably it is frequently true that a higher proportion of office workers than factory woekers are single women who come from beyond the commuting area. Also, of course, there are some women office workers, recruited through Civil Service, who are employed by the Army and Navy at all of the privately operated plants.

The tabulation which follows indicates the areas in which additional housing for unattached women will very probably be needed and also the areas in which additional facilities for food, recreation, and transportation would provide for the most paramount needs.

Areas and Plants Visited	Woman Labor Needs 1/	Sources of Woman Labor Supply	Comments Concerning Living Needs
Maryland - Elkton (Triumph Explosives) (National Fireworks) Visited Nov., 1941. Revisit to area in Feb., 1942, and to the dormitories on April 30, 1942.	Both companies planned to use about 65% women in their labor forces even prior to the declaration of war. Several thousand women needed for peak production. At least one plant still planning to expand considerably at end of April.	First workers were drawn from the commuting area but very early one plant had to get workers from distances of as much as 60 miles. Both companies are now recruiting workers from mining regions of Pennsylvania and other places beyond the commuting area.	Dormitories to accommodate 179 women were opened March 23d and have been practically filled during all of April. Sixteen more units to be built. A private individual is planning to open a cafeteria on the dormitory grounds. Since eating facilities in Elkton are meagre and none are near the dormitory project, this cafeteria should be considered essential.
Virginia **Dublin-Radford-Pulaski** (New River Ordnance and Hercules Powder Plant) 1st Visit - Nov., 1941. 2nd Visit - Mar., 1942.	Powder Company at Radford using women in office only at time of first visit. New River Plant reported at time of second visit that peak employment of women had been reached on operations on which they have thus far been employed. Since second visit to area, report received that some women from New River Plant have been transferred to the Radford plant. It is possible that women may be used on some additional operations at the bag loading plant if the supply of men becomes exhausted.	Numerous reports indicate that a good many workers have been commuting long distances. Quite a number from Roanoke approximately 60 miles away which requires several hours of travel each day.	Two of eight dormitories for women open at time of second visit but only a few women were in residence. Isolated character of the site on which these dormitories are located is undoubtedly a handicap even though a recreation wing has been provided. Investigation should be made to see what additional transportation and other facilities need to be provided.

1/ Figures concerning the number of men and women employed and estimates regarding peak employment obtained from practically all firms on a strictly confidential basis.

Areas and Plants Visited	Woman Labor Needs 1/	Sources of Woman Labor Supply	Comments Concerning Living Needs
Ohio - Ravenna (Ravenna Ordnance) Visited April 3, 1942.	Women only employed to any extent within past month. However, at peak production Company expects to employ 40 percent women out of many thousands of workers. This is one of the largest plants visited.	Attempt has been made to get labor from within commuting area and nearby cities, such as Akron. However, plant and employment service officials agreed that there is a definite labor shortage in Northern Ohio and that labor will have to be imported from Southern Ohio, Kentucky, etc. Women, as well as men, already coming into the area from many places.	Dormitories for 450 to 500 women already built and additional buildings for about the same number to be constructed at the plant. Slightly more than 40 women in the dormitories at time of visit. A much better transportation system is needed. Present eating facilities near the dormitories are inadequate. Some type of recreational facilities should be provided for women's dormitories to be built at the plant.
Indiana - Charlestown-Jeffersonville (Hoosier Ordnance Indiana Ordnance Jeffersonville Quartermaster's Depot) Visited December, 1941.	About 80% of a very large force at Hoosier Ordnance will be women. The Depot is employing many hundreds of office women and over 100 in production, and will expand. Indiana Ordnance employs no women in production.	All labor generally being hired within radius of 50 miles. Definite indications that about half of the workers coming from Louisville.	Because of the proximity of these plants to Louisville more workers can commute. Adequate transportation is necessary.
LaPorte-Kingsbury (Kingsbury Ordnance) Visited December, 1941. Revisited April 30, 1942.	At time of second visit company employing 50% women out of many thousands. Further expansion is planned and women will probably constitute 60% of eventual labor force, the largest number to be employed in any shell loading plant.	On first visit company hoped to be able to recruit most of labor from within the State of Indiana and nearby parts of other States. Some people still commuting very long distances at time of second visit. Labor within commuting area insufficient. Women now living in dormitories have come from as far as Cleveland, Detroit, Grand Rapids.	Only 63 women in dormitories to accommodate 227. Eating facilities adjacent to the dormitories are very badly needed. Since more dormitories and a very large housing project already planned or under construction, no additional housing program necessary now.

Areas and Plants Visited	Woman Labor Needs 1/	Sources of Woman Labor Supply	Comments Concerning Living Needs
Indiana (cont.) - Burns City (East Coast Ordnance) Visited January, 1942.	Probably not more than 400 to 500 women will be needed at peak production.	Even though all positions under Civil Service, plant trying to get labor from within 50 miles.	Because of isolated character of this plant, women would probably prefer to live in Bedford or Bloomington and commute. But these towns are 25 to 30 miles away and if transportation cannot be provided, then housing for women will be needed at the plant site. Some recreation facilities would also be needed then, although the plant cafeteria could be used for meals.
Illinois - Joliet-Wilmington (Elwood Ordnance Kankakee Ordnance) Visited January, 1942.	Elwood will employ many thousands, of which about 35% are expected to be women. Kankakee Ordnance employing in office women - a relatively small number.	At time of visit most women were coming from within the commuting area and there was uncertainty as to the source of future supply. Probably some women will have to be imported.	Housing needs of women uncertain at time of visit but dormitories may be needed eventually. Close watch should be kept on the situation.
Marion-Herrin-Crab Orchard Lake (Illinois Ordnance) Visited January, 1942.	Company was not expecting to begin operations before late spring of 1942. About 40% of peak labor force is expected to be women	Many young unemployed workers available. Area has been "depressed" for many years. It is unlikely that unskilled labor will have to be imported.	Much existing housing undoubtedly poor, but women can probably continue to live in places in which they have been residing.
Iowa - Burlington (Iowa Ordnance) Visited February, 1942. Revisited April, 1942.	Because of type of work done in this plant, women will not constitute more than about 30% of maximum force, but several thousand women will be needed.	Most women coming from within the commuting area. Some wives of migratory men workers have also been employed	Local persons interviewed did not indicate any need has been felt for dormitories or other types of housing for single women.

Areas and Plants Visited	Woman Labor Needs 1/	Source of Woman Labor Supply	Comments Concerning Living Needs
Tennessee - Jackson-Milan-Humboldt (Wolfe Creek Ordnance) Visited February, 1942.	Company expects to reach peak production by end of summer of 1942 and estimates about 60% of labor force of many thousands will be women.	According to reports women needed for production can be hired from within the commuting area.	Company converting a dormitory on the reservation into accommodations for 160 women. Expected to be ready early in March. Eating and recreation facilities are available near the dormitories. Careful attention should be given to the degree of popularity which these dormitories achieve, since it may indicate whether women are willing to live on ordnance plant grounds.
Alabama - Talladega-Sylacauga-Childersburg (Coosa River Ordnance) (Alabama Ordnance) Visited March, 1942.	Alabama Ordnance expects to employ women only for office work; 60 to 70 percent of total labor force at Coosa River Plant will be women at peak production. Company hiring at a rapid rate.	Most of office workers for operating company and Army at Alabama Ordnance commuting from Birmingham. A round trip consumes about 3 hours per day. Army concerned about increase in rate of turnover in recent months. Coosa River hiring mainly women from rural areas surrounding the plant but employment official believes local supply of labor insufficient for peak production. Also transportation problem is very serious because workers are now coming from scattered farms and villages.	Indication housing for single women will be needed soon, probably both at Sylcauga, which would be a more desirable place than Childersburg, for office workers at Alabama Ordnance Works, and at Talladega for the Coosa River plant. However, some plant officials hope that some women may be able to rent rooms from families in Talladega housing project when it opens.
Huntsville (Huntsville Arsenal) (Redstone Ordnance) Visited March, 1942.	One plant is barely started on production and the other hoping to begin during April. Number of women will be small in the beginning but proportion of women employees expected to increase considerably at Redstone Ordnance. Maximum expansion will probably be 40% out of several thousand workers. A few hundred women may eventually work on production at Huntsville Arsenal.	Probably most women can be obtained from surrounding towns for the immediate future, if more transportation is made available.	Chamber of Commerce reported supply of rooms exhausted and was advertising for rooms to rent. Family housing projects being built may relieve some of the pressure. There is some community interest in dormitories.

Areas and Plants Visited	Woman Labor Needs 1/	Sources of Woman Labor Supply	Comments Concerning Living Needs
Georgia - Macon (Naval Fuze Loading Plant) Visited March, 1942.	At least several thousands will be employed and 80% to 90% will be women.	Macon is a larger city than most of those near these plants, but a number of women reported to be commuting from outlying towns. Some women very probably going to be imported soon from areas of Georgia beyond commuting distance.	Not many women have been seeking rooms in Macon as yet but the plant has been in operation for only a few months. There has been some local discussion concerning the possibility of defense houses being opened to small groups of single women since only 80 out of 250 in one project had been rented to family groups.
Mississippi - Jackson-Flora (Mississippi Ordnance Plant) Visited March, 1942	Plant not yet operating but probably will begin in May. One-half of the total labor force will be women, but apparently expansion to peak production will extend over a considerable period of time.	Woman labor can be drawn from Jackson and surrounding rural area at the beginning. Over half of the population in immediate vicinity of the plant is Negro. If a decision should be made later to use Negroes on productive work, much less labor would have to be imported.	Poor roads in some directions from the plant. Road to Canton, one of nearer towns of any size, is poor. More buses or trains also needed. Probably some housing for single women will be needed soon near Flora unless transportation problem solved.
Louisiana - Minden (Louisiana Ordnance) Visited March, 1942.	Plant had been in operation only a few weeks at time of visit and so had less than 300 plant and office women. However at the peak, plant expects to employ 70% women in a very large force.	There is uncertainty as to whether enough women for peak labor force can be obtained from local area from which the women employed at present have been recruited. Company officials interviewed thinks local supply of women will not be sufficient. U. S. Employment Office thinks more women may register for employment if "a drive is put on."	Family Housing Project and Government Trailer Camp under construction at Minden. After these are finished additional housing needs can more easily be determined. Women's dormitories may be needed near the plant later.

Areas and Plants Visited	Women Labor Needs 1/	Sources of Woman Labor Supply	Comments Concerning Living Needs
Texas-Arkansas - Texarkana (Lone Star Ordnance) (Red River Depot)	Both this ordnance plant and the storage depot are about ready to begin operations. Probably ordnance plant will not reach peak production before the end of the year, but expects to employ 65% or 75% women out of a total labor force of many thousands. The storage depot also expects to employ several hundred women in addition to those who will be employed in the office.	Early recruiting for the ordnance plant has been done within a radius of 30 miles but there seemed to be general agreement that much of the labor for both of these establishments will have to be imported from beyond commuting distance.	Because of need of imported woman labor, some kind of housing for women will be needed soon. Regional official from Dallas Defense Housing Office has already been in this area to discuss plans for women's dormitories.
Arkansas - Jacksonville (Arkansas Ordnance)	Plant had been in operation only a short time but already is employing several hundred women on production. At peak production this plant will probably employ one of the largest forces of women of any of the plants included in this summary, since it hopes to employ about 80% women out of a labor force of many thousands.	Workers now coming mostly from Little Rock. One plant official interviewed thought more of the labor could be obtained from within 40 miles but another one thought some workers will have to come from greater distances. Some plans being made to hire Negroes on production which will make somewhat less outside labor necessary. Uncertainty as to extent of importation to be required.	Special dormitories for women now being constructed on plant site. Three buildings will hold 73 persons each, but one dormitory may be used for men. Eating facilities will be available and plans for buildings are quite attractive. No special recreation facilities will be available though.

General Outline--Type of Material from Community Surveys of Rural Defense Areas which can be Sent to U.S.O. and Governmental Agencies Requesting Information

Since it may be desirable at times to compile information on one or two subjects from a number of different surveys, the material should be summarized under the headings used in the original field reports so far as possible.

I. Defense Area Information:

1. Defense plants within the area to be noted in a general way but not specifically located. It does not seem advisable to include any map which shows exactly where the plants are located.

2. Towns in the area, their census population, and their economic structures and comments concerning the surrounding and outlying areas to be included.

II. Organizations and Associations in the Community, with names of persons to be interviewed in each agency, to be listed.

III. Community Facilities Data:

1. Factual information concerning existing or definitely planned facilities for sanitation, transportation, housing, food, child care, medical care, education, recreation, etc., to be included.

2. Opinions concerning the community situation should be summarized without mentioning the names of any individuals who expressed these opinions.

3. Information concerning plans of government agencies for the communities will probably have to be checked with regional or national offices of the agencies by the Women's Bureau. Certain tentative plans are frequently considered confidential by these agencies and so could not always be included in a preliminary report given to the organizations. Field agents will note information of this type which is not to be included in reports sent out. Supplementary information can perhaps be sent later in some cases.

IV. A short summary of the Women's Bureau recommendations concerning the particular needs of women workers in the areas visited should be included, particularly in reports sent to government agencies, such as Federal Security, or the housing authorities.

V. Plant Information:

1. Policy of the Women's Bureau not to give out information concerning specific plants should be generally followed.

2. The number of persons employed at the time of visit and the number to be employed in the future is regarded as very confidential information by the plants and the War and Navy Departments and must not be given out.

3. The following items concerning plants are being included:

   a. Information as to whether a large number of women are to be employed.

   b. General source of labor supply.

   c. Methods of transportation.

   d. Information concerning hours of work and shifts, luncheon, and rest periods.

   e. Employee Organizations.

   Plants visited will be told that these items are to be used.

4. Plants will also be told that some general summary of data received from numerous plants will probably be summarized and combined in some way in a general report.

5. If in plants visited in the future any unusual training programs or other items of special interest are found which would be of particular interest for publicity purposes, plant officials will be asked if this item can be released provided the name of the firm is omitted. If the material can be used this fact will be noted on the firm schedule.

Feb. 6,1942 Community

Agencies Concerned with Housing,Recreation,Education,and other Welfare Activities in Rural Defense Areas.

These notes are based on information collected in Washington and in the field concerning the functions,announced purposes,and actual operation of these agencies,most of which are part, of the federal government. The information was obtained from correspondence,some mimeographed material,and many interviews.Most of this information was obtained in region VI of the Office of Defense,Health,and Welfare(Ill.,Ind, and Wisconsin) and,while the same general type of organization is said to exist in other areas of the U.S.,in practice the set-up may be rather different in some other regions.Some inaccuracies may be found in these notes and,since the situation seems to change almost every day,some information may be out of date.Since some of this information was considered confidential by the persons giving it,these notes should be considered for the information of the Women's Bureau only. Some information included here was presented in talks made by representatives of various governmental agencies at a meeting of the Regional Advisory Council of the Office of Defense,Health,and Welfare in Chicago on Jan.12 and 13,1942.

Office of Defense,Health,and Welfare--- Under executive order of the President this is the agency designated to coordinate ,health, recreation,and other welfare activities in the defense areas. The Director of the Federal Security Agency is the Director of this Office and the office itself is divided into a number of sections or divisions, such as recreation,family security,community organization,social protection,etc.The regional director of the Social Security Board in each region of the U.S. has been designated as director of the health and welfare and related activities in the same region. According to the latest information available for region VI the following agencies were members of the Advisory Council: ~~For Region~~

Dept. of Agriculture: Extension Service
Bureau of Home Economics
Farm Security Administration
Surplus Mareketing

Dept. of the Interior: National Park Service

Dept. of Labor: Children's Bureau

Federal Security Agency: Civilian Conservation Corps
National Youth Administration
Office of Education-Vocational Rehabilitation Division
Social Security Board-Employment Sec., Old Age and Survivors Div.,and Public Assistance.
Public Health
Office of the Admins.(DHWS)-Recreation ~~Section,~~ Social Protection,and Family Security Sections.

Federal Works Agency: Works Projects Administration
Defense Public Works

National Resources Planning Board

Office of Emergency Management: Office of Defense Housing Coordinator
Office of Price Administration-Consumers Division
Office of Civilian Defense

U.S.Army

U.S.Navy

Veterans Administration

State Defense Councils of Indiana, Illinois, and Wisconsin

Representatives of these organizations meet every 3 or 4 months and certain agreements have been made among them concerning procedures. A serial letter is sent quite frequently to the members giving information about new developments of many types within region VI. Information concerning new defense areas is sent out, members are supposed to check with the regional director before visiting an area to see whether any other agency would like some information from the same area which could be easily collected at the same time, and copies of the reports of all the member agencies are supposed to be sent to the director' office. In addition many other reports are also sent to this same office. If other regions operate in much this same fashion, therefore, a great deal of information should be available in the cities where the regional offices of the Social Security Board are located.

Recreation---- The recreation section of the Defense, Health, and Welfare Services has regional and areas representatives throughout the U.S. This agency issued a statement of field policy amd procedure on Nov.25, 1941 and extensive quotations from this are given below since it is the agency designated to coordinate recreational activities.

> "The recreation section in the field program is charged with responsibility for the defense recreational program in three general types of community situations: (a) Communities affected by the needs of service men, (b) Communities affected by the needs of defense industrial workers and their families, (c) Communities where adequate recreation is a part of the total problem of general civilian morale. ....
>
> (Field efforts were directed first at the military areas but now more attention being concentrated on the industrial areas. One regional director stated that efforts being concentrated on the rural areas and on communities where the problems are actually the result, in large measure at least, of industrial defense work which has been brought into the areas).
>
> "The basic task of helping communities in the organization of recreation for defense belongs to the Office of Defense, Health, and Welfare Services, and is one which must be effectively carried out. This responsibility should be met directly by field representatives of the Recreation Section; it can not be delegated to any other agency responsible for a portion of the program, such as the U.S.O. or the W.P.A.; and should not be allowed to go by default. Such organization should be carried out in cooperation with the proper local authorities and appropriate leadership, with Defense Councils. and with representatives of the U.S.O., the W.P.A., Councils of Social Agencies, and interested state or national groups. Defense recreation committees organized should be a part of Local Defense Councils where they exist. Where Local Defense Councils do not exist, committees should be so organized that they can be incorporated readily into Defense Councils when they are organizaed.
>
> "The organization of defense volunteer committees is a responsibility of the Office of Civilian Defense, and field workers should cooperate

with the Office of Civilian Defense in recruiting and training volunteer workers and developing volunteer service opportunities in the field of recreation.

U.S.O.--The Office of D.H.and W.,is charged with the responsibility for cooperating with the U.S.O. in making their program effective in localities where their service can contribute to the general needs which cannot be met locally.In working with the U.S.O. it is important to keep in mind the following principles and policies.

"The program of the U.S.O. is to be one segment of the total community program...........not to be a seprate parallel or competitive program.It is to be a supplementary program to meet local needs,and not to replace in whole or in part those activities and responsibilities which should and can be met locally.

"In accordance with agreements reached with the U.S.O.,all original approaches by field representatives of the U.S.O. and its constituent agencies to the community,to military or naval authorities, or to heads of defense industries are to be made through the local defense recreation committee who has been assigned responsibility for such community or the field or regional representative of the Recreation Section of the Office of Defense,Health,and Welfare Services.

"Field Representatives of the U.S.O..or its constituent agencies shall approach the community and serve in the community as representatives of the U.S.O. and not as directly representing any particular member agency.(Also agreements that all buildings constructed by the government to be referred to as "Federal Community Buildings operated by the U.S.O." and buildings leased by the govt. to local communities also to be referred to as 'federal buildings leased to----------community.'

" The U.S.O. will work through local,designated representatives of the Recreation Section whether such representatives are employed representatives pf the Federal Government or locally paid representatives designated as offical liaison representatives between the Recreation Section and the local community.

"The representatives of the Recreation Section are charged with general supervision of the program of U.S.O.In any case where the field representatives feels that the program is ineffective or can be strenghened in certain respects,he should attempt to work this out cooperatively with the local U.S.O.representatives. Where the desired objectives cannot be secured in this way the Field Recreational Representative should take up the problem with the Regional Recreation Representative,who will then attempt to work it out with the U.S.O. at the regional level.If it cannot be solved at the regional level the Regional Representative will refer the problem to the Washington office of the Recreation Section.

W.P.A. -"The Federal Security Agency has sponsored a nation-wide W.P.A. defense recreation project to make it possible to secure effective leadership for recreation activities in defense areas,supplementary to those otherwise available.The agreement with the W.P.A. provides that all state or local projects recommended for operation from funds available through its nation-wide project shall be endorsed by the Field Recreation Representative or the Regional Recreation Representative of the Recreation Section of D.H. and W.P. projects are also reviewed by the Washington Office of the Recreation Section and ~~reviewed~~ endorsed by it. The field representatives of the Recreation Section are ~~generally~~ responsible for generally supervising these projects when in operation, Where they feel that operations are not satisfactory they should attempt to improve the operation through discussions with the W.P.A. officials immediately responsible for local and district projects. Where this cannot be successfully worked out problems should be referred to the Regional Recreation Representative to be taken up with the appropriate state W.P.A. officials. Where they cannot be solved satisfactorily on the state level the Regional Recreation Representative will refer them to the Washington office of the Recreation Section. The procedures for the operation of this project are outlined fully in the letter no.28 of the Commissioner of W.P.A., dated Sept.13,1941."

This same bulletin also makes some general statements concerning other special programs and special staff workers of the Recreation Section, to work on problems of recreation in connection with housing projects, etc. Several staff workers have been appointed to give special consideration to the needs of women and children, and to Negroes. " These staff workers are charged with assisting in the field as well as with special planning at the Washington office. In all cases, however, they will operate as staff workers and work through the Regional Recreation Representatives and the Field Recreation Representatives, who are the field line forces."

(Comment-Miss Helen Rowe is a consultant on women's and children's recreation for the Recreation Section. Miss Rowe is also considered a full time employee of the Children's Bureau which was unwilling to release her for the other work. Also Miss Rowe is Regional Recreation Representative for the Recreation Section in the Minn., Iowa, Neb, etc., region with one ~~regional~~ area representative to help her. Miss Rowe also has one assistant, Miss Alice Leslie, who is also acting as consultant on women's and children's recreation. However considering the number of industrial areas where problems are serious it would appear that it would be very difficult for the two consultants on women's and children's recreation to cover the field under these circumstances).

Further quote. from the bulletin: " A staff member of the Recreation Section has been accepted as advisor by the Division of Defense Housing and is actively cooperating with the office in securing greater consideration for the provision of recreation facilities in connection with new housing developments. Plans have been made for a field study of six selected communities and for a more general mail check of the defense housing situation in all other communities of the country. These studies will be used to assist agencies concerned with housing in defining their responsibilities for recreation facilities and programs for residents of new housing developments, and for the development of procedures for incorporating recreation facilities and activities for housing units with recreation planning for the total community."
(Miss Rena Radin is the liaison person between the Recreation Section and Defense Housing and is said to be a good source of information on current housing developments at any particular time) .

Recreation Buildings and Other Community Facilities

The Area Recreational Representative of D.H.and W.Services and the Regional Representative recommend that recreation buildings be built in certain communities.In the same way,local applications for school facilities, for hospitals,etc.,must be recommended by some representative of D.H.and W. However this recommendation does not necessarily mean that these facilities will actually be provided.After some delay the Army did take over the building of U.S.O. centers near the camps and in region VI at least this program now appears to have been completed.Recreation buildings for industrial defense areas,schools,etc.,must be approved,however,by the Defense Public Works of F.W.A.,at least in most cases, apparently,since it is the agency which actually will be in charge of the construction.It is felt that in region VI Mr.Kennicott,the regional director of D.P.W. has not been particularly sympathetic to the building of recreation centers for defense workers.

Mr.Kennicott,speaking in Chicago a few weeks ago,stressed the fact that both money and materials are limited,and that probably the most essential facilities will have to be provided,in temporary buildings if necessary,and that other things,desirable but not absolutely essential,cannot be approved. Mr.Kennicott listed in order of importance the things which he thought would have to be done first with available community facilities money:

1. Provision of water and sewers for new housing,-if occupied.
2. Provision of recreation buildings for large army camps near small towns.
3. Schools and hospitals which are necessary to meet the needs of defense workers,families of non-commissioned army officers,etc.

Mr.Kennicott does not think that permanent school buildings and hospitals can be constructed in many of the areas,even though some communities,which applied first,did receive permanent structures.He seems to believe that demountable,fire-resistant buildings may be necessary in many instances.Schools and hospitals will probably receive consideration before recreation buildings.

At present gymnasiums are not being approved for elementary school buildings.

When Mr.Hall,assistant regional director under Mr.Kennicott,was interviewed he seemed to feel that the government was under no particular obligation to provide recreation for defense workers since they can afford to pay for their own amusements.However he said that it was true that in many areas there is no recreation of any kind and that in such areas some facilities were needed.He said that it seemed to him that the workers ought to be able to pay for the support and maintenance of some of these facilities,though.He mentioned that a recreation center for Charlestown,Indiana,had been approved.Mr.Hall also said that he and Mr.Kennicott were aware that the buildings constructed at the army camps were not entirely suitable for industrial centers and that more provision ~~needs to~~ should be made for recreation ~~for~~ women.

A serial letter from region VI quoted a report from the House Committee concerning National Defense Migration which stated that,as of October 20,1941,applications for assistance under the community facilities bill totaled $844,658,779.00,of which ~~$652xxx9x~~ $675,105,902.00 would be out-right federal grants.At the same time only $150,00.00 would be available. (Even if this appropriation refers to the first Lanham act and not to the appropriation recently passed,as it probably does,it is obvious that a great many applications for community facilities cannot receive much consideration)

One recreation representative said that about 80 millions of the new appropriation of 150.000.00 was earmarked before the bill was actually passed.For this reason,unless still more money is provided by Congress, a good many persons seem to feel that very few recreation buildings in industrial defense areas will actually be provided.

(over)

Region V of Defense Public Works includes Illinois, Indiana, Wisconsin, Ohio, Kentucky, Michigan, Minn., Iowa, Mo., Kans., Neb., S. Dakota & N. Dakota.

After approval by the regional director an application for a community facility must be referred to the Washington office of D.P.W. — Also in some cases at least the Bureau of the Budget has exercised some veto power, — particularly with respect to gymnasiums in schools. — As the last step, formal approval by the President is also necessary. If regional director of D.P.W. refuses to approve a proposed project, some attempts are made evidently to have been overruled by some higher authority in Washington.

Mr.Baird, recreation director of W.P.A. for the state of Illinois told of an arrangment which he said is unknown to most people. It is purely informal but nevertheless there is an agreement between Defense Public Works and W.P.A., both in Washington, and in the various regions of D.P.W., that recommendations for recreation buildings received by D.P.W. will be referred to a W.P.A. recreation man for advice and suggestions. In Washington, such referrals would go to Mr.Romney and would actually come under the scrutiny of a Mr.Hatzfelt who works under Mr.Romney. Mr.Hatzfelt is said to be one of the few experts on functional planning of recreation buildings. He was formerly on the staff of the W.P.A. in Illinois and before that was with the Chicago Park Board for a number of years. In each region of Defense Public Works one state recreation director of W.P.A. is supposed to be consulted about recreation buildings. Mr.Baird said that he has worked with Mr.Kennicott for a long time and since they're both in Chicago perhaps he is consulted more than some of the W.P.A. men are in other regions. For example the plans for the recreation building at Charlestown, already recommended by D.H.and W., were seen by Mr. Baird before Mr.Kennicott gave his approval. Of course Mr.Kennicott does not have to take the advice of W.P.A. but might, particularly in case of a conflict.

Mr.Baird said that, while legally U.S.O. has nothing to say about the actual building of recreation buildings, as a matter of fact sometimes the U.S.O. does not approves a building which has been ~~approved~~ recommended by the Recreation Representative of Defense, Health, and Welfare. In such cases the W.P. A. recreation man might almost have a "deciding vote with D.P.W." Supposedly U.S.O., on the national level, has been able to block the construction of some buildings, -probably only one or two, -which the recreation section of D.H., and W. approved. It was intimated that Mr.Taft more or less represents the point of view of the private agency groups in the U.S.O. and that the recreation section sometimes may be overrruled by U.S.O. officials contacting Mr.Taft. (This was only intimated, -but seems to have a possible element of truth in it from things said by central people).

One of the reasons apparently why D.P.W. has consulted W.P.A. about buildings is that thus far recreation buildings have been planned by various architects for local communities. Naturally many of these have been planned poorly and apparently Mr.Hatzfelt's job is to do what can be done on a national level to correct the worst mistakes before final approval is given.

This relationship between the W.P.A. and D.P.W. with reference to recreation buildings may not actually be especially important, particularly since presumably not many recreation buildings except those constructed by the army, have actually been approved as yet. However it is an illustration of what the actual procedure may be.

Very recently, moreover, the procedure for submitting applications for community facilities seems to have been changed. Formerly each local community submitted its own application and the representative of D.H. and W. gave his approval before the application was considered by D.P.W. However the application for a recreation building at Wilmington, Ill., recently submitted, was signed by Mr.McCarthy, regional director of Defense, Health, and Welfare Services and not by local officials of the town. There seemed to be a feeling that D.P.W. would not refuse an application signed by Mr.McCarthy However this building and apparently the others to be recommended will probably be of a temporary character and it was stated that D.P.W. is now having plans drawn for a standard type of building so that the plans will no longer be drawn by local architects. Therefore it would seem important to have some consideration given to the recreational needs of women workers before these plans reach their final form.

The Recreation Representatives of D.H.and W., have the general task of determining whether U.S.O. or W.P.A. are to operate a recreation building or a program in a community but many complications and difficulties may arise. The following memo. (in substance) concerning the W.P.A. and the U.S.O. was drawn up on Jan.2, 1942 at a meeting with representatives of the Recreation Section of Defense, Health, and Welfare.:

"It was agreed that it is not advisable for W.P.A. to provide supplementary workers for the U.S.O."

"It was agreed that the problem in the localities is so great that field service of the U.S.O., the W.P.A., and all local agencies should be utilized to the utmost. It was agreed that there would be the fullest cooperation and competition would be avoided.

" Where a local community wishes to operate a Federal Community Building, the W.P.A. has offered to cooperate with the community in providing supplementary assistance to the extent to which the local community and the Federal Security request and approve such service."

In actual practice, one regional recreation representative seemed to feel that a considerable amount of arbitration bewteen the two recreation agencies sometimes has to be done. Frequently a local community has a definite preference which would usually be followed. If a recreation building is constructed probably the community, itself, would have the first chance at operation of the building, that is, if it could hire a paid recreation director. In such cases probably supplementary assistance by the W.P.A. would be approved. In Illinois a situation arose in which the W.P.A. wished to operate a building with the consent of the cmmunity but there was no full time recreation director hired by the community. Federal Security refused to approve this arrangement saying that there is a rule that W.P.A. cannot be used to operate a building unless there is a community recreation director to supervise the work. If the community cannot hire such a director, then the U.S.O. would normally be put in charge of the building. However it was stated by one man that if the U.S.O. does not want to operate a building, probably the W.P.A. would be permitted to carry on operations even without supervision of a recreation director.

However numerous incidents indicate that the U.S.O. considers itself more or less independent in some respects, since it has its own money for staff raised by public subscription. In Rock Island, Ill., there is a U.S.O. worker, (Y.W.C.A.) who came into the community last October and has remained. This was not recommended by the regional recreation representatvie of D.H. and W., but of course at that time the agreement of Nov., had not been made. The local Y.W.C.A. organizations in the Tri-City area requested a U.S.O. worker, and a woman came from the New York office and made a survey. She recommended that a worker be sent.

It is generally felt that most of the U.S.O. money raised in the last campaign is now gone. A new drive for $30 million is about to start in a few months. Unless the publicity explains more clearly the work which the U.S.O. plans to do in industrial areas there may be difficulty in raising more money for the centers in industrial areas already operating and for any additional operations.

The $5 million dollar W.P.A. fund for special work in defense areas was set up as a regular W.P.A. project with the Federal Security Agency as the sponsor-and the money came from regular W.P.A. appropriations. However even the regular W.P.A. program in defense areas would be coordinated with Defense, Health, and Welfare Services. Mr. Baird said that this special W.P.A. recreational program is to be carried on only in certified defense areas and the certification has to be done by the D., H., and W. people. This has meant delay in planning sometimes which Mr. Baird thinks is rather bad. For example, until recently at least, Crab Orchard has not been declared a certified area. (In fact Mr. Baird stated that it had not been certified yet as far as he knew). The War Dept. has the final decision on certifying an area but presumably takes the recommendation of Defense, Health, and Welfare.

W.P.A. of course also is having some difficulty in preventing overlapping in its own prgram and has coordinators in various areas to dovetail the work of the education and recreation sections. Also, of course it now has difficulty in maintaining adequate staffs although more "non-certified" workers can be employed in defense areas.

Comments--- In actual practice, despite the agreements between U.S.O. and the Recreation Section of Defense, Health, and Welfare, and between the latter organization and W.P.A. , and the formal procedures which have been outlined, a good deal of confusion appears to exist. In some areas not many appeared to know the Recreation Representatives for those areas, or the Regional Representative, and in one case, two people in Burlington appeared to think that ~~she~~ the Regional person was a representative of the W.P.A. and apparently did not understand her real functions and powers. Local U.S.O. workers have been interviewed who seemed to know the recreation representative for D., H., and W., only slightly and not to realize that there was supposed to be any particular relationship between the two organizations. The impression is sometimes gained that perhaps local U.S.O. workers are not fully informed by their own national organizations, to which they send their direct reports, as to the formal set-up. One national representative of a U.S.O. agency said that of course the Recreation Representatives had the authority to recommend buildings, but that in general these people had very little to do with the actual recreation programs. Also various reports received indicate that in the case of the N.C.C.S., at least, officials of the Church may have considerable influence in locating workers in certain areas.

One Regional Recreation Representative of Defense, Health, and Welfare stated that contacts with the U.S.O. should be made through his organization rather than directly. Apparently this was due partly at least to the fact that it has been difficult to work out entirely satisfactory methods of procedure with the U.S.O. and he would prefer not to have other complicating factors. However he did say that U.S.O. could not be said to work "under" D., H., and W. since it did raise its funds by private subscription.

No doubt one of the reasons that the Recreation Section of D., H., and W., has not appeared to be well known or particularly effective in some industrial areas, at least, is because these same people are also responsible for recreational work at the army camps. It is believed that most of their efforts until recrently have gone into this work, which would be considered the most essential part of their work by the public probably. However the recreation representatives who have been seen recently say that they are now beginning to give a considerable amount of time to the industrial areas.

(Also it will be noted from the wording of some of the general "agreements" that, in cases of conflict, there is to be consultation on a national level, but no absolutley definite statement appears to be made concerning final authority).

O.C.D

According to the bulletin of the Recreation Section of Defense, Health, and Welfare of Nov. 25, 1941, the organization of defense volunteer committees is recognized as a responsibility of the Volunteer Participation Section of O.C.D. However field workers of the Recreation Section are asked to assist in recruiting and training volunteer workers and in developing volunteer service opportunities.

However apparently some confusion may have arisen between the Community Organization Committee of D, H., and W. and the O.C.D. Presumably this committee is designed to represent various federal and national agencies concerned with health, welafare, and allied services. According to the operations report of Federal Security Agency of Dec. 11, 1941 the steering committee of the Committee on Community Organization met on Dec. 6 to "consider methods of procedure, the structure of a formal committee, and general objectives......... The steering committee dissolved in favor of a continuing committee which is to serve in an advisory capacity to both the Office of Civilian Defense and the Office of Defense, Health, and Welfare Services and to include representatives of agencies working in related fields." Fred. Hoehler was named chairman and the members of the committee were to be named by Mr. McNutt and Mrs. Roosevelt. "It was agreed that the committee would analyze the operation of various types of community organization in order to ascertain the value of alternative structures in meeting community needs and in achieving efficient operation. It was decided that the analysis would consist of a thorough examiniation of several communities chosen as 'clinical cases' and that all available sources of information would be explored for data pertinent to these communities." (No information has been obtained in the the field to indicate whether any such surveys have been undertaken or whether this committee is still organized in the same way)

The regional office of Volunteer Participation Section of O.C.D. in Chicago stressed that the chief function of the organization is to provide volunteers to work under trained, professional leaders in various types of social services, and other agencies. However this is apparently not the sole function of the organization and some information is to be collected in various defense areas. In fact this office seemed very anxious to obtain material from community surveys which had already been made with the idea of obtaining some idea of the total situation, -rather than separate reports on recreation, housing, medical care, sanitation, etc. However there still seems to be doubt as to the exact relationship between O.C.D. and D., H. and Welfare.

Many other sections or divisions of the Office of Defense, Health, and Welfare are of course concerned with the Defense Areas. Representatives of the Office of Education have been interested in day care of children and in the provision of additional library facilities as well as in schools. Regional representative in region VI has received word from Washington to make a survey in one representative area concerning the need of day care for children of working mothers. A survey was made in SanDiego in November and a copy of this has been sent as a sample of procedure which is desirable. As yet no survey has been undertaken but when there is time, Kingsbury, Ind., region will be chosen as the sample community. A great many federal and state agencies appear to be interested in this problem of day care of children although no concrete plans appear to have been worked out as yet. The Children's Bureau is of course very active and there is also a joint committee representing in addition to the Children's Bureau, F.W.A., Office of Education, etc., Mr. Taft reported at meeting in Chicago in January that recommendations concerning day-care of children were soon to be presented to the budget bureau.

The Division of Social Protection also has representatives in the various regions.

Housing- The various housing authorities organized under the Coordinator of Defense Housing are of course independent of the Office of Defense, Health, and Welfare, and in region VI at least it is evident that the housing men do not always consult the various persons concerned in the Office of Defense, Health, and Welfare on matters of site selection. Furthermore ~~[illegible]~~ D,H,&W may not always be informed immediately when housing plans change. Undoubtedly this makes is difficult for people who are supposed to recommend additional school facilities, recreation buildings, U.S.O. programs, etc., However it is believed that perhaps a somewhat higher degree of interchange of information may be going on now than formerly.

Various persons interviewed seemed to disagree as to which person has the final authority in matters of site selection but the director of the sub-regional office of Defense Housing in Chicago stated that the Coordinator merely determines the general region in which housing is to be placed and that each operatng agency, such as Farm Security, F.W.A., etc., makes its own choice of the exact sites.

According to latest information obtained Farm Security is now considering building recreation buildings in connection with its own projects. It is not clear just how this is being done, but apparently it is believed that some way has been found. A representative of Mr. Palmer's office stated some weeks ago at the Chicago meeting that even the 3 % allowed for recreation under the Lanham Act ~~for housing~~ had been practically "all taken up by site development."

The question of housing for construction workers has been raised many times. According to this same representative of Defense Housing it has been a general policy not to provide housing for construction workers. (Some people seem to feel that the contractor should be required to do this).

Defense Housing has a homes registration division which is designed to facilitate full use of existing accomodations. Field advisers establish local offices through local defense councils, chambers of commerce, etc., These offices are managed by correpsondents who are either paid by their own organizations or are volunteers. The clerical assistance is being furnished by W.P.A. (Miss Cannon has contacted the Division of Homes Registration in Washington with reference to monthly reports which are being sent in from the local offices-Mr. Howard Strong, head of the division).

The Recreation Section of Defense, Health and Welfare is authorized to proceed with the registration of housing needs through its field representatives upon notification that the Defense Housing Office cannot undertake the work in certain places.

National Resources Board has also been interested in defense communities- ~~Serial letter dated March~~ 14, 1941 stated that the Resources Board had made quick and general surveys of a number of new defense communities, military and industrial. These were made primarily from the point of view of examining the adequacy of total facilities of the communities for dealing with major problems arising from defense activities. Certain recommendations were made to agencies and individuals directly concerned with operations. (No information as to when last surveys were made or whether this work is continuing. Miss Wolfe obtained some material concerning the Crab Orchard, Ill. region from one of these surveys).

Region IV. is composed of Wisconsin, Illinois, Indiana, Mich., Ohio, Ky., and West Va.-The field office for the region is in the Federal Bldg., Indianapolis. (L.V. Sheridan, counselor, and P.E. Middleton, Sr. Planning Technician).

Office of Government Reports--A representative of state office in one state said that this office is concerned with the following things in the defense areas:

1. Acting as a coordinating agency for all governmental activities in the defense areas.
2. Attempting to do away with conflicts in the field.
3. Reporting to he Preseident the success of the various defense programs.(This report received by Miss Wolfe in Iowa).

No further information has been obtained as yet.

Information has been received that the Division of Industrial Hygiene of the National Institute of Health is making a series of medical and engineering studies in industrial and military establishments which are certified by the War Department.By December at least 56 plants had been certified for such studies,including the Quartermaster's Depot at Jeffersonville,Ind.,the Indiana Ordnance Works,at Charlestown,Ind.(Dupont Co.,-powder plant),and the Elwood Ordance at Wilmington,Ill.(this plant employs women in production).No other information has been obtained concerning these reports but it may be that some information of considerable value is contained in them and perhaps could be obtained through the War Dept.

General Comment- Housing officials,recreation people,etc.,still feel that they are handicapped in a number of places because of the poor cooperation received from the operating companies who do not,or cannot,supply accurate information concerning numbers employed,sources of labor supply, probable peak forces,etc.,Also some federal agents have reported that the rates of pay given verbally by some companies are not very reliable, either,and that it is believed that rates may actually be changed rather frequently.Since reports must be made to the War Dept. concerning numbers employed,probably at least every month,and since the various rates of pay must be approved by the Sec'y. of War,accurate information must be aviailable in some form in the War Dept.However it may well be that such information cannot be obtained for individual plants. In the future attempts will be made to check rates with the payroll dept. when possible,and perhaps some definite information is available through the Army offce at each plant.

DEPARTMENT OF LABOR

Miss Turner -

A copy of the attached was put with Mrs. Ingraham's letter but you may want extra copies of these recommendations.

(Ingraham - Natl. Board, YWCA Pres.)

L. Wendt

No. 204

GPO

Women's Bureau
U. S. Department of Labor
Washington

December 5, 1941

Tentative recommendations concerning duration dwellings for women defense workers, meal and leisure time facilities in rural defense areas.

Surveys of rural communities where defense operations have already employed large numbers of women reveal little local accommodations for the unattached woman and a belief in the community that temporary housing arrangements for such workers should be established by the Government. Where duration dormitories for women defense workers have been constructed or planned, such dormitories provide amble bedroom accommodations, modern bath and toilet facilities, bed lights frequent changes of linen, and maid service. However, living conditions for women workers in defense communities are such that additional facilities are needed to create a healthy normal existence and a stabilized labor force.

The migrating defense woman worker is not integrated readily into the social life of neighboring small towns. She is not immediately invited into its homes. Formal community entertainment is occasional. She cannot lounge about the main street. Dormitory bedrooms are furnished solely as bedrooms. Living space is very inadequate. Her free hours vary with her working shift.

These facts require that her normal daily recreation should take place in or near her dwelling and be developed by herself. As some cooking is a normal part of her home leisure hours, provision for cooking should be available to her in or near her dwelling. As women defense workers will vary as to age and inclination, an opportunity to form naturally congenial groups should also be given.

To consider the living problems that have already arisen in defense communities, a conference was called of organizations interested in gorls and women by the Women's Bureau. These groups recommend the following changes in duration housing plans for women.

Housing

1. That wherever possible smaller housing units be constructed with housekeeping facilities so that each unit could operate as an independent housekeeping group if it was so desired. The demountable four room house with kitchen, if made available to women defense workers, would provide housing for more defense workers than the present type of family unit housing constructed by the Government which is generally popular.

2. If expense would prohibit the installation of a kitchen for each unit, a kitchen for two or three units would be advisable.

3. If the 52 unit dormitory must be built, it is deemed advisable:

   a. that washing and bathing facilities be divided into several units in place of the single large bathroom now used;

   b. that laundry facilities with washtub~~s~~ and pressing equipment be made available;

   c. that an electric plate on which water can be heated and a small amount of cooking done be available so that simple food can be prepared for residents who are ill.

   d. that desks or tables for writing be made available;

   e. that lockers or closets with locks be provided for each individual.

Facilities for Meals and Leisure-time Activities

If cooking and recreational facilities cannot be provided for each dormitory unit, a building should be constructed adjacent to the dormitory site to contain the following:

1. Provision of cooking facilities and tables so that women can prepare their own meals or engage in cooperative cooking arrangements.

2. A small lunch room or "soda bar" where sandwiches, soup, ice cream, etc. can be purchased at moderate prices.

3. A large living room for group activities.

4. Smaller recreational rooms for use of individuals with visitors or desiring quiet.

5. Recreational equipment, lamps, curtains, pictures, etc. be provided to give a livable atmosphere.

Paths to Duration Housing

1. When housing is located at a distance from the town or from the plant, some types of lighting should be provided to light the fields or roads that must be traversed at night.

2. Gravel paths or sidewalks should be provided to make the housing accessible in bad weather.

Management

While it is true that residents of the dormitories must be considered as employed adults who are paying for their rooms just as they would in a hotel, some general rules and regulations appear necessary to make living in the dormitory desirable and satisfactory to most women. Also it is important to foster friendliness and good will between persons in the community and residents in the dormitories by maintaining standards which will meet with general community approval. This is particularly important because of recreational and leisure time activities which may be sponsored by the community, itself.

As has been recognized some system of self-government is the best way of setting up any necessary rules. However, it is also important to have an exceptionally well qualified, tactful, and probably mature woman, employed to assist in the management of the dormitories. The proper type of person should be able to exert a very valuable influence both within the dormitories and in the community.

File copy

Comm. Re.

Wolfe

September 11, 1942

Miss Bertha Moskovitz
President of the Scovill Girls' Club
Scovill Manufacturing Company
Waterbury, Connecticut

My dear Miss Moskovitz:

Upon my return to Washington recently, I learned that the air mail letter I sent to the Women's Bureau, concerning the increased utilization of the facilities of the Scovill Girls' Club House, was never received.

I regret this deeply for I am interested in the welfare of women employees in Waterbury. Upon discussing the situation in Waterbury with my chief, she agrees with me that the Scovill Girls Club can contribute much to the war effort through the use of their facilities. I am putting our suggestions in the form of recommendations so that you may submit them to the club.

Should the club wish a statement from us to the company, we would be glad to write to them.

Sincerely,

Elsie I. Wolfe,
Field Investigator

EIW:LW
BMN

File copy

Women's Bureau
U. S. Department of Labor
Washington

September 11, 1942

Recommendations for increased war service to Scovill Girls Club from the Women's Bureau, U. S. Department of Labor.

In view of the influx of women workers into Waterbury from other localities to meet war needs and in view of the lack of recreational facilities for girls in Waterbury, a real service would be rendered our war effort by the Scovill Girls Club through making their club house available to war workers. It is recommended that every effort be made to put to constant use all the facilities of the club house. This can be done:

1. By making the club house open to all women employees of the Scovill Manufacturing Company.
2. By making it available for women on all shifts.
3. By making kitchen facilities available for the preparation of light refreshments as many girls are living in rented rooms with no kitchen privileges.
4. By placing a matron in charge for preserving orderly conduct.

* * * * *

In order to meet the additional expenses which any such program would cause, a small fee should be charged to women using the club house facilities. The management of the house and all rules, of course, remain with the Scovill Girls Club.

No letter between
Aug 26 + 31
rec'd in file
Miss Wolfe came in
and talked to Miss N.
about Bridgeport
Fdan

August 26, 1942

Miss Elsie Wolfe
Hotel Barnum
Bridgeport, Connecticut

My dear Miss Wolfe:

We have your letter to Miss Anderson about the so-called Bridgeport Plan. I did not expect to get one so soon from Mr. Maloney of the Gas Company. Both Miss Anderson and I have gone over the Syracuse form and do not think that this type of survey fits into our scope in any way. It is obviously intended to sound out the opinion of house-wives on different matters - all of which are unrelated to our work. However, Mr. Maloney asks us if we can send someone familiar with the technique of sampling. That would be OK but he also speaks of organizing a group of volunteers to make such a survey. It is that that worries me for since we think the survey is of little value, I do not think we would be good in inspiring volunteers to undertake it. However, before answering Mr. Maloney's letter, I wanted to write you for a little more information concerning the whole matter.

Why, for example, are not the Office of Defense, Health and Welfare, Price Administration, and the others actually doing the planning and supervision of the work. Mr. Maloney says that two representatives of O.D.H.W. are planning to come to Bridgeport to observe the survey. Somehow it does not make sense to me to have us organize a piece of work that is going to be passed on by four other Bureaus who are the instigators of the work. All of these organizations have hundreds of workers compared to our few field experts. For us it would mean a great sacrifice and I cannot see for what purpose.

Will you illustrate the situation a little further so that I might write a sensible letter to Mr. Maloney.

Sincerely,

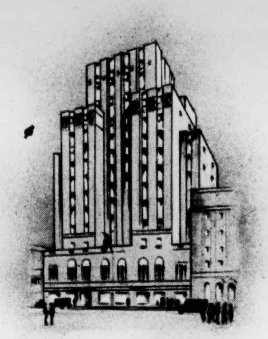
Bertha M. Nienburg,
Assistant Director

BMN:LW

"STOP AT RECOGNIZED HOTELS"

American Hotels Corporation
N.Y.
J. LESLIE KINCAID
PRESIDENT

Hotel Barnum
Bridgeport, Conn.



WOMEN'S BUREAU
AUG 24 1942
DEPARTMENT OF LABOR

August 22, 1942

Miss Mary Anderson, director
Women's Bureau
U.S. Dept. of Labor
Wash; D.C.

My dear Miss Anderson:

No doubt you have heard of the "Bridgeport Plan" which is receiving nation wide publicity. Their slogan is "Pack a Lunch a Man can Work on". It was found that 70% of the workers were carrying their lunches so the Com. decided to feature the packed lunch although the Plan covers a much broader field. Through it they hope to bring about a better balanced diet for the workers and their families.

The O.C.D. has taken charge of the campaign but the originator of the

"STOP AT RECOGNIZED HOTELS"

American Hotels Corporation N.Y.
J. LESLIE KINCAID
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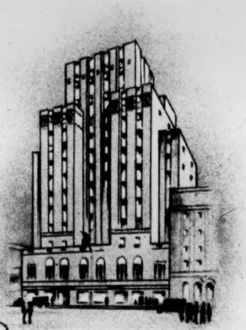
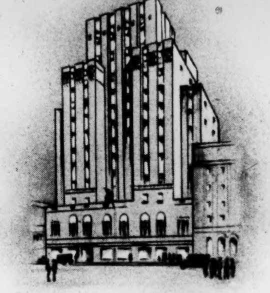
Bridgeport, Conn.



"Bridgeport Plan" is Mr. Ronald Maloney who is with the Gas Co. Mr. Maloney has stayed in the background and takes little credit for the success of the Plan.

Since Bridgeport has come forth with such a workable idea on Nutrition it has been chosen by the Federal Gov't as one of the four test cities for the "Block Plan" which is sponsored by O.C.D, Agri. Marketing, O.P.A. and some Health & Welfare Service. The test cities chosen are Tampa, Fla; Berkley, Calif; Syracuse & Bridgeport.

This Block Plan is not fully developed but its purpose, as far as I know, is to bring the War Needs and problems directly to the housewives - de-centralization plan for imparting information

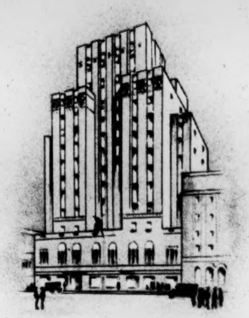


on food shortages, rationing etc

Before adopting this Block Plan it is necessary to have some factual information and this is my reason for writing you. Mr. Maloney ask me if it would be possible for our Bureau to supervise the survey necessary prior to the adoption. I told him to write you concerning his request for aid so you will probably receive a letter very soon.

The inclosed schedule was used in Syracuse but Mr. Maloney believes that it is much too detailed and something more simple would be far more acceptable. I heartily agree with him.

Miss Molly Flynn of the O. C. D. office at Dupont Circle is much interested



in this Plan in case you want to contact her.

Miss McCabe and I are about finished with our report on Bridgeport. Every one has been most co-operative. It looks as though a woman labor shortage would develop here in Bridgeport and housing facilities for women are badly needed.

The weather is really hot today. I doubt if it is as bad in Washington. However, on the whole, the summer in Conn. has been very pleasant.

Sincerely
Elsie Wolfe

WOMEN'S BUREAU
AUG 11 1942
DEPARTMENT OF LABOR

THE ELTON
Waterbury
Connecticut
"BRASS CENTER OF THE WORLD"
CLYDE JENNINGS
MANAGER

Monday P.M.

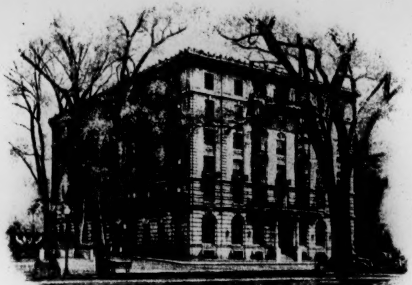
Aug 10, '42

My dear Miss Nienburg:

I am writing you concerning a request made by the Pres. of the Scovill Girls' Club in Waterbury.

I had an appointment with the Pres. of the Club this noon and she told me of their activities and showed me their Club rooms. This Girls' Club at the Scovill Mfg. Co. has been in existence a great many years and like many other clubs of its kind, is rather inactive. They have one monthly supper meeting and several other major social functions during the year. The membership is about 160 girls out of a total of 2500 women employees.

However, the Club has attractive



housing facilities that could be effectively used as a meeting place for girls, particularly since there is no Y. W. C. A.

The rooms are located in the second story of a Company owned building adjacent to the Foremen's Club and factory, but not part of the factory building. The entrance is from the street and the location is approx. three blocks from the down town section.

The Club facilities are as follows:

2 small sitting rooms or club rooms
1 dining room & butlers' pantry
1 kitchen
1 sewing room with 3 machines
1 large room used for small dances and meetings

The rooms are furnished and would make a fine place for the girls who are living in rented rooms to come and read, sew, write letters, cook light meals etc.

THE ELTON
Waterbury
"BRASS CENTER OF THE WORLD" Connecticut
CLYDE JENNINGS
MANAGER

At the present time the Club rooms are closed except when they have their meetings or parties.

The President, Miss Bertha Moskovitz, is one of the Office workers at Scoville, and she realizes that the Club is not meeting present day needs but says that it has always been what it is today and traditions are hard to break. Their major project has been Xmas baskets for the needy families, principally Scovill employees with large families and small incomes. The Club spends about $1500.00 each Xmas on baskets and presents.

Miss Moskovitz agreed with me that it seemed wasteful to have a place of this type available and yet not in use except for the few times stated. She thinks it would be possible to open the rooms and make it a full-time meeting place for girls if the Club members and mgt. could be made to see the need. It would be necess to have a house mother or some one, there of course.

THE ELTON
Waterbury
Connecticut
"BRASS CENTER OF THE WORLD"

CLYDE JENNINGS
MANAGER

Miss Moskovitz ask me if our Bureau would put the recommendations in writing so that she could present it at their next meeting – a week from to-night. She believed that such a measure would be a great help. What do you think of the proposition? I suppose inasmuch as it is a Co. owned building a copy should also be sent to the Mgt. but Miss Moskovitz thought it best to wait until she had talked to the girls. If you think the recommendation should be made, I believe it would be best for me to contact some of the Mgt. before I leave altho' this is not a very opportune time due to the fact that there is an election to be held Aug 19th. to determine whether or not the C.I.O. will be the only bargaining agency. The Co. has opposed the Union every inch of the way. Sincerely

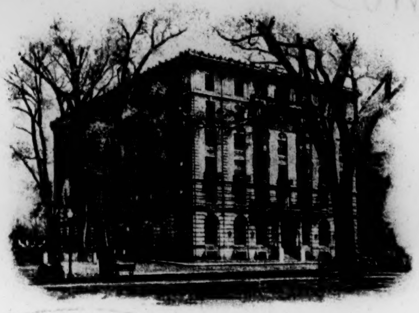
Elsie Wolfe.

Direction, American Hotels Corporation

I expect to leave Waterbury before the end of the week.

Comm Neds

THE ELTON
Waterbury
Connecticut
"BRASS CENTER OF THE WORLD"
CLYDE JENNINGS
MANAGER



WOMEN'S BUREAU
AUG 6 1942
DEPARTMENT OF LABOR

Wednesday 8/5

My dear Miss Nienburg:

After mailing the New Britain-Bristol report, I found I had not included the sheet with the names of persons contacted. Will you please see that the inclosed sheet is attached to the report. Thank You.

In regard to problems in that area that should receive some attention —

1. Housing (New Britain and Bristol)
2. Lack of eating facilities in plants in New Britain
3. Meeting with Y. W. C. A. and other Women's Groups

(1) There is a serious shortage in all types of housing facilities, but women coming into Bristol simply have no place to go even for one night. There is no Y. W. C. A. and the hotel burned, that is, a hotel that would be fit to stay in. There is an old, dirty, dilapidated building that is called a hotel and may have ten or a dozen bedrooms but everyone says it isn't fit for occupancy. A man came into Bristol last Sunday and was unable to locate a room

Direction, American Hotels Corporation

in a private home so finally was forced to stay at this Pearl Hotel. He was waiting at the Room Registration Office when it opened Monday morning and they placed him in a private home. He told some awful tales about the hotel . Private homes in Bristol do not want to take women so if female workers come in they are left stranded. Then, too, *if* the N.Y.A. boys' center is converted into a girls' labor pool, housing facilities must be provided. Local people believe dormitories is the only answer for the additional women workers.

Since the Women's Bureau has made some progress with the Housing Agency perhaps something could be done to speed up housing for New Britain and Bristol. The difficulty is that, as yet, no one seems to know how many women will be needed Miss Manning's survey may help to clear things up a bit.

After reading the report on this area you will see the need for additional housing.

THE ELTON
Waterbury
Connecticut
"BRASS CENTER OF THE WORLD"
CLYDE JENNINGS
MANAGER

(2) Lack of eating facilities in the plants.

Only two plants in New Britain have any facilities for hot food. These two are relatively small plants with few women. The eating facilities in town are very poor so that workers seldom get a real hot meal, particularly night workers. The Dept. of Health and other groups, such as Y.W.C.A. are interested in hot food for workers.

(3) Miss Helmer, Y.W.C.A. Sec'y in New Britain was on vacation but I talked to her one day when she came in for a Bd. meeting. Miss Helmer was much interested in the Working Conditions Survey and wondered if it would be possible for Miss Manning, or some one from the Women's Bureau, to meet with Y.W.C.A. Staff and other interested organizations before starting on the survey in New Britain. I told her I would write you about it.

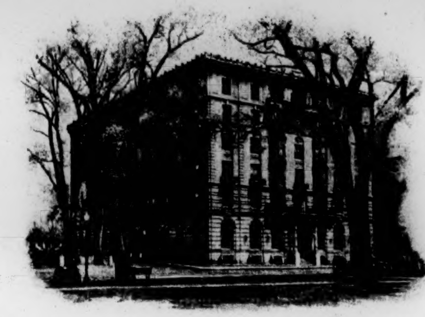
I hope you will know more about these topics after reading the report. Sincerely

Elsie Wolfe

1

Please see me about this
M. U. X.

THE ELTON
Waterbury
"BRASS CENTER OF THE WORLD"
Connecticut



CLYDE JENNINGS
MANAGER

AUG 6 1942
DEPARTMENT OF LABOR

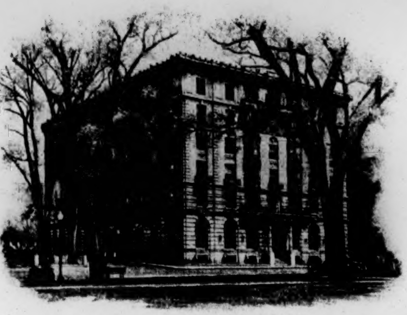
August 5, 1942

My dear Miss Robinson:

Your S.O.S. letter received — and I shall make an effort to help you in every way possible. I would have replied earlier but thought you probably had seen the Hartford, Conn. report and now another has gone in on New Britain and Bristol, Conn.

The major problem in Conn. is lack of housing facilities, so most of the human interest stories are in connection with that, rather than employment. However, you may be able to use some of that material. I hope so.

The U.S.E.S. and Nat. Defense Training School in New Britain were planning a special news release with pictures of women trainees at work. One of the girls featured



was a negro. This article, with pictures, was to appear in the New Britain Herald but it failed to come out while I was there. I left last evening and bought a paper before leaving.

Have written S.J.

If you are interested in those pictures, I am sure Mr. Russell, Instructor in Charge of the N.D.T. for women, will send them to you. Mr. Parsons is the mgr. of U.S.E.S. in New Britain but I think it would be better to write Mr. Russell since he had the pictures.

I am not contacting firms now so that eliminates any help from that source. Wouldn't Miss Manning's Home Visits be a good source of human interest stories? I am not making home visits either. No doubt you are thinking — "What is she doing?" Just playing.

Sincerely
Elsie Wolfe

P.S. Have you seen the bulletin in Conn "Training Women for Nat. Defense"? There are many pictures. I sent a copy in with Hartford report.

(About July 28, 1942)

File

HB
HOTEL BURRITT
NEW BRITAIN, CONN.

Dear Miss Nienburg:

I did not visit firms in Conn. so the report on Labor Needs and Supply is not as complete as in Baltimore. When I came to write the report I found I had sent Miss Manning some of the material I could have used. I am sending her all the information I have on firms which I have not already sent.

As you know much of my time in Hartford

HB
HOTEL BURRITT
NEW BRITAIN, CONN.

was spent collecting material for the Working Conditions Survey. All of the preliminary work has been done.

Hope you are feeling much better.

Sincerely
Elsie Wolfe

P.S. Probably Miss Manning would like a copy of this report.

Excerpts from Conn. Empl. Sec + N. D. Empl. Service attached.

Fil

The Burritt
Sixty-seven West Main Street
New Britain,
Conn.

ONE OF CONNECTICUT'S BEST

July 28, 1942

My dear Miss Nienburg:

I am writing in regard to the report I sent in on the Hartford area concerning the Total Labor Needs for the state of Conn. I feel certain now that the figure I included in my report (30,000) is wrong.

The explanation is as follows: When I was ready to write the report on Labor Needs I could not find the figures that Mr. Mills at the State Office had given me on their 6 mos. forecast so I concluded I had mistakenly sent them to Miss Manning along with other material on Conn. I recalled the total figure was approx. 60,000 with 50% women but inasmuch as several weeks had elapsed since I had copied the figure I wanted further confirmation — I had a copy of the Monthly Bulletin of the U.S.E.S. (Conn.) for June 1942 so searched thru it and found much to my surprise that the forecast was 30,000 workers for the next six months (see inclosed quotation). After much pondering over the matter I decided

RESTAURANT COCKTAIL LOUNGE COFFEE SHOPPE

that I must have confused the 30,000 women needed with the total labor needs so wrote the 30,000 in my report as total needs for the state.

To day I secured a copy of the July issue of the U.S.E.S. monthly Bulletin and found the forecast to be 50,000 workers by Oct. 1st (See inclosed excerpt from article entitled "Situation in the State). After a thorough search I found my total figures on Labor Needs as given by Mr. Mills. This figure is 63,359 workers needed May thru' October with about 50% women.

Since this latter forecast is from the Main Office I think it should be the one quoted in the report rather than from the magazine which is edited by Mr. Murphy, publicist for U.S.E.S. and State Dept. of Labor.

I feel as tho' I have commited a grave crime for which I have been severely punished in my own mind at least. I trust a copy of the report has not yet gone to Miss Manning. The forecast for Hartford area was correct.

Sincerely
Elsie Wolfe

Concerning Total Labor Needs in Conn.

Excerpts from the Monthly Bulletin of the Conn. Employment Security Div. and U.S. Employment Service

Total Labor Needs in Conn.

June, 1942 Bulletin

"Upon the basis of preliminary reports it is expected that 30,000 workers will be needed by Conn. factories during the next six months and it is expected that more than 40% will be women."

July, 1942 Bulletin

"In spite of the spotty picture prevailing in June, the anticipated labor needs between now and Oct. 1 will be in excess of 50,000 workers, the largest in recent years. For this reason layoffs at the present time are considered temporary phenomenon and any slack developing will be rapidly taken up by increased demands, due to the completion of new facilities for war production, and additional war orders."

Conn. State Office of U.S.E.S. in Hartford gave the following figures on Labor Needs

May 1942

Summary of Employer Labor Needs by Occupation
May 1942

No. of Establishments	Hires					Lay Offs	Openings on Order
	Total	Current Mo.	Next Mo.	3rd & 4th mo.	5th & 6th mo.	Total	Total
419	63,359	11,019	10685	20,504	21,151	7513	7965
Clerical	3092						
Unskilled	29441						
{Semi-skilled & Skilled}	30826						

Mr. Mills said they had no breakdown on labor needs by sex but they were anticipating 50% women or approx. that number would be hired.

Please substitute above figure on total labor needs in the report I submitted on the Hartford, Conn. area. There is one paragraph on Total Labor Needs for the State of Conn, in which 30,000 is quoted.

Miss Menburg-

These are the employment figures Miss
Wolfe gave in her letter

(1) The July number of the
U.S.E.S. Monthly Bulletin
forcasts 50,000 workers
by October 1

(2) From the U.S.E.S in
Hartford 63,359 with
approximately 50% women.
The ~~total~~ figure 63,359
is shown by months,
also skilled etc

Miss Wolfe goes on to

say "Since Mr Mills is the chief of the Research and Statistics Dept in the State office I think his figures should be quoted"

She wanted to be sure that Miss Manning received a copy of the report

M. Cannon

Miss Nienburg

Conn Needs

1

The Garde
ASYLUM & HIGH STREETS
HARTFORD, CONN.
JOHN HARRIS

WOMEN'S BUREAU
JUL 1 3 1942
DEPARTMENT OF LABOR

July 11, 1942

Miss Bertha Nienburg
Women's Bureau
U.S. Dept. of Labor
Washington
D.C.

My dear Miss Nienburg:

After receiving your letter concerning the authenticity of the Baltimore U.S.E.S. forecasts of Labor Needs, I decided to make a check on the employment and forecast figures in Conn. - if possible. I ask Mr. Mills, Director of Research and Statistics if I might go back to some of the Nov. or Jan. firm schedules (ES-270's) and compare predictions with employment in May. He replied that he too, had been wondering how "good" they were on forecasting so he had taken every firm using the #270 reports and followed through from May 1941 to Mar. '42 on predictions and employment with the following results which are quite amazingly accurate on the total forecasting figure when compared with the employment later.

U.S.E.S. forecast needs = Pencil figures (cumulative figures)
Actual employment = Ink figures

The Garde
ASYLUM & HIGH STREETS
HARTFORD, CONN.
JOHN HARRIS

Does not show discrepancy

Bridgeport

81 firms employing 51,078 in May 1941	July 1941	Sept. 1941	Nov. 1941	Jan. 1942	Mar. 1942	
U.S.E.S. Forecasts	May 56034	May 58666	May-6 mos 41 60,922	July 6 mos 41 65,857	Sept. 6 mos 72,018	
Actual Employment	55,365	61,058	64,791	70,609	74,539	

Waterbury

42 firms employing 38,710 in May 1941	July 1941	Sept. 1941	Nov. 1941	Jan. 1942	Mar. 1942	
U.S.E.S. Forecasts	May-July 39,157	May-Sept 39292	May-Nov. (6 mos) 39416	July-Jan. 6 mos 39603	Sept-Mar. 6 mos 41,544	
Actual Employment	39438	40,735	40,458	40,427	41,193	

Hartford

41 firms employing 41,987 in May 1941	July 1941	Sept. 1941	Nov. 1941	Jan. 1942	Mar. 1942	
U.S.E.S. Forecast	May-July 44,623	May-Sept. 47,663	May-Nov. (6 mos) 50,527	July-6 mos 53,352	Sept-6 mos 50,885	
Actual Employment	46,612	49,399	49,419	53,437	59,305	
8 firms employing 11,626 in July 1941	— 11,626	July to Sept 11,900 11,952	12,170 12,008	12,434 12,116	Sept to Mar (6 mos) 12,062 10,501	
2 firms from Sept. 1941	—	— 1250	Sept-Nov 1260 1224	Sept-Jan 1270 1286	Sept-Mar (6 mos) 1280 1140	
5 firms from Nov. 194	—	→	264	271 266	271 270	

P.S. Perhaps Baltimore U.S.E.S. has made a check on their forecasting of needs.

Zimmerman Lith Cincinnati, O.

The Garde
ASYLUM & HIGH STREETS
HARTFORD, CONN.
JOHN HARRIS

According to the Research Dept. in Conn. the U.S.E.S. forecasts of labor needs should be about as accurate in other areas, providing they all followed the general instructions sent the local offices. However, there are many factors entering in and much depends on the investigator or interviewer sent by U.S.E.S. Conn. employers and State representatives, I mean U.S.E.S., may be more conservative in their estimates than Baltimore. I believe Glenn Martin estimates were too high but the total number needed in Baltimore may be approximately correct.

I have been very busy here collecting information principally at U.S.E.S. Miss Manning is going to meet me in New Haven Monday for a conference but I shall return to Hartford as I could not finish this week. Apparently Bridgeport, Bristol and New Britain are the most critical areas in regard to labor needs. The forecast of labor needs for the State of Conn. May thru Oct. is 63,359 of which approx. 50% will be women.

Since I have gotten so much information from the U.S.E.S. I doubt if it will be necessary for me to go into firms for my report. What is your opinion on the subject? Miss Manning no doubt has written you.

Sincerely Elsie Wolfe

Zimmerman Lith Cincinnati, O.

The Garde
ASYLUM & HIGH STREETS
HARTFORD, CONN.
JOHN HARRIS

The U.S.E.S. predictions on labor needs for individual firms is not very accurate but the total for areas seems to balance nicely. The firms over 1000 tended to underestimate their needs and the smaller firms over estimated in the majority of cases. I have the individual records of the forecasts and employment but did not think you would want them now. However, here are a few of the

Major firms —	Mar. '42 Employment	6 mos. of Sept to Mar '42 Forecast (U.S.E.S.) #270
Colts Fire Arms —	12,500	— 8320
Hamilton Standard Propeller	4,163	— 3069
Hartford Machine Screw	1,800	— 1647
Niles-Bemont-Pond	5000	— 4457
Pratt Whitney Air Craft	24,000	— 20551
Royal Typewriter	4300	— 5304
Underwood Elliott Fisher	4150	— 4863
Bassick Co.	1050	— 1211
Bryant Elec. Co.	1619	— 1696
Bullard. Machine Co.	4757	— 4050
General Elec.	9500	— 10,649
Remington Arms	13,228	— 11,777
U.S. Aluminum	5000	— 5209
Vought-Sikorsky Aircraft	6667	— 6487
Bridgeport Brass	5900	— 5882
Scovill Mfg. Co.	9480	— 8761
U.S. Rubber	4884	— 6206
Waterbury Clock	2500	— 2400

Taken off on
Cards by Wiggs
7/30/42

Elsie Wolfe

Republic 5050
Ex. 777

5525 Social Security Bldg

Copies of the following bulletins may be obtained at the above address:

2 copies - "Summary of Standards for Defense Housing" - Office for Emergency Mgt. Div. of Defence Housing Coordination. Jan. 1941

3 copies - "Homes for Defense; a statement of function" - Div. of Defence Housing Coordination

3 copies - "Coordination of Local Management Programs for Gov't Defense Housing Projects"

3 copies - "Manual of Operations" (May 1941) Div. of Defense Housing Coordination

3 copies each of manuals listing and describing what volunteers can do in the fields of:

Health
Family Security
Recreation
Nutrition
Social Protection
Child Welfare
Education

Copy for [illegible]

Wolfe

May 14, 1942

Mrs. Mae Bevins
State Director of Community Facilities
Works Project Administration
Little Rock, Arkansas

My dear Mrs. Bevins:

No doubt you think I have forgotten my promise to write you concerning plans for Child Care in Burlington, Iowa. I am glad to report that they expected to have one center ready for occupancy May 15th and that plans are being made for two other nurseries. The Committee has rented a once private home, now owned by the Presbyterian Church. This house is located on a street leading to the plant and near the Defense Housing Project. There is quite a large lawn, which will be enclosed with a fence, but the house is just an medium sized building. The Church purchased the house to use as a Sunday School Center - there is no church near the housing project. However, they are willing to rent it six days of the week. The American Legion will pay the rent and, I believe, also furnish the house. W. P. A. will provide the personnel with the aid of some volunteers if necessary. They plan to have the center open 10 hours or approximately that time, in order to accommodate the mothers on the day shift (8 a.m. - 4 p.m.). Later they may extend the time if necessary.

The other locations, one public property in a park, and another a private home, may not materialize until fall but I believe the important thing now is to get one Center started and then expand facilities as need arises.

I know Miss Helen Cresswell, State W. P. A. Service Division Director, will be glad to give you more detailed information if you care to write her. She is located at 114 Eleventh St., Des Moines, Iowa.

I forgot to mention that the County Health Unit at Burlington will examine the children and give them the inoculations, etc.

I am sending Miss Mueller the bulletins on Standards as set up by the Children's Bureau, also the procedure to follow if funds are requested under the Lanham Act. No doubt she will show you these bulletins. I hope they will give you some of the information requested.

If there is any way in which I can be of any service, please let me know. I hope to see you later in the year.

Sincerely yours,

EW:ml

Elsie Wolfe,
Field Investigator

copy for files

Comment

Wolfe

May 14, 1942

Miss Beth Mueller
State Welfare Department
Little Rock, Arkansas

My dear Miss Mueller:

I hope the inclosed bulletins on Standards for Child Care Centers and other information concerning child care will be of some help to you and the Committee in Little Rock.

Money for child care facilities is at present available under the Community Facilities Section of the Lanham Act, as you will see in the pamphlet dated January 24, 1942.

I am writing Mrs. Bevins concerning the W.P.A. child care plans at Burlington, Iowa. They expected to have one nursery open by May 15th.

I am so glad I had the opportunity of meeting you while I was in Little Rock and will be looking forward to another visit to Arkansas some time in the future.

Sincerely yours,

Elsie Wolfe,
Field Investigator.

Inclosures
EW:MNG

Camp N

May 14, 1942

Mr. Van Brederode, Director,
Department of Recreation and Welfare,
Arkansas Ordnance Plant,
Jacksonville, Arkansas.

My dear Mr. Van Brederode:

The Recreational Director, Mr. Thomason, at Burlington, Iowa, gave me the inclosed material on their program which he said I might send you if it would be of any use to you. Inasmuch as your program is pretty much in the formative stage, I thought you might be interested in their activities.

The Recreation Fund is not supplied by the Ordnance Plant, but is made up entirely from the revenue derived from the sale of coca cola, candy, etc. The Recreation Department only receives a percentage of the revenue - Mr. Thomason said if they received the full amount they could do a great deal more but even a percentage of the sales provides quite a good-sized fund.

Most of their activities are carried on in Burlington rather than on the Area. Mr. Thomason was formerly a coach at the Burlington High School so he has access to all school gyms., etc. He is a fine person and I believe is rendering a real service to the employees.

Please give my regards to Mrs. Ward. No doubt she is busy getting the dormitories ready for occupancy. I am sure she will see that all necessary facilities are provided.

Sincerely yours,

Elsie Wolfe,
Field Investigator.

Inclosure
EW:MNG

[illegible]

HOTEL BURLINGTON..BURLINGTON, IOWA
HOTEL ST. FRANCIS......ST. JOSEPH, MO.
HOTEL HAWKEYE......BURLINGTON, IOWA
HOTEL UNION..........BURLINGTON, IOWA

PETTIGREW HOTELS

R. E. PETTIGREW, PRESIDENT

BURLINGTON, IOWA

April 26, 1942

My dear Miss Nienburg:

Mr. Johnstone, of the Iowa Ordnance Plant, has been very Cooperative and I have been making a very thorough inspection of the plant under the guidance of the Ass't to Plant Mgr. The Safety Engineer, who is now Commander Rhodes, a former Navy man, was with me part of the time. Some needed changes are to be made and are in the process of construction. Since I am returning soon, I will not

go into further detail now.
Col. Jenk, the Commanding Officer, is in Washington but is returning tomorrow. I am going back to-morrow (Monday) to finish the inspection. They have been very willing to have me look at the records of dermatis etc. Col. Jenk may not be too happy over the plant inspection since he held it up when I was here before, pending authorization from Washington.
I did not mention Mr. Burbridge's name since he was dismissed after the explosion. Mr. Morton left due to illness.

HOTEL BURLINGTON . BURLINGTON, IOWA
HOTEL ST. FRANCIS ...... ST. JOSEPH, MO.
HOTEL HAWKEYE ...... BURLINGTON, IOWA
HOTEL UNION .... BURLINGTON, IOWA

PETTIGREW HOTELS

R. E. PETTIGREW, PRESIDENT

BURLINGTON, IOWA

Miss Cresswell is coming to Burlington Monday night and on Tuesday we are meeting with a local Committee on Child Care for the defense workers.

I hope to leave Burlington Tuesday night and will stop enroute Washington at Kingsbury which should not take more than a day or two. Therefore, I expect to be in Washington by the end of the week.

Sincerely
Elsie Wolfe

P.S. I have gotten all figures on present number employed and also statements on turnover from various sources. There were very few women apparently, who left after the explosion in March.

AIR CONDITIONED ROOMS • LOBBY • TAVERN • COFFEE SHOP • AT HOTEL BURLINGTON

[illegible]
Recd T

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg

BUREAU Women's Bureau

CHG. APPROPRIATION S. & E., WB 1942

April 24, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS ELSIE WOLFE
BURLINGTON HOTEL
BURLINGTON, IOWA

CAMERON, DIVISION OF LABOR STANDARDS, ASKS YOU SEE J. F. MORTON NEW DIRECTOR OF SAFETY CONCERNING NEW SAFETY STANDARDS. NO LETTER HAS BEEN SENT TO PLANT.

BERTHA M. NEENBURG

DAY LETTER

9:55 AM

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

1201

810A

SYMBOLS
DL=Day Letter
NT=Overnight Telegram
LC=Deferred Cable
NLT=Cable Night Letter
Ship Radiogram

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

1942 APR 24 AM 8 21

WE7 37 GOVT COLLECT NT=BN BURLINGTON IOWA APR 23

MISS BERTHA NIENBERG=
WOMENS BUREAU US DEPT OF LABOR=

MR BURBRIDGE NO LONGER SAFETY ENGINEER WAS LETTER SENT CO FROM WASHINGTON OFFICE IF NOT, I SHALL MERELY SAY SINCE I DID NOT SEE OPERATIONS ON PREVIOUS VISIT I STOPPED ENROUTE WASHINGTON. PLEASE WIRE ANSWER IMMEDIATELY=

ELSIE WOLFE.

CO.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

7337

WESTERN UNION

(44)

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

1201

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CA701 8 GOVT COLLECT=BURLINGTON IOWA 23 330P

1942 APR 23 PM 4 43

MISS ANNE LARRABEE=
WOMENS BUREAU US DEPT OF LABOR WASHDC=

441

BURLINGTON HOTEL, BURLINGTON, IOWA UNTIL FURTHER NOTICE=

ELSIE WOLFE.

RECEIVED
APR 23 P.M.
GUARD OFFICE
LABOR

Hower.

LW.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Community
files.

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg

BUREAU Women's

CHG. APPROPRIATION S. & E., WB 1942

April 18, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

Miss Elsie Wolfe
Albert Pike Hotel
Little Rock, Arkansas

Do not visit Pine Bluffs at this time. Note safety arrangements at Burlington with special reference to type of accident which has occurred to women in other plants.

Bertha M. Nienburg

10:35 AM

Day letter

Defense
Comm
Needs

ALBERT PIKE HOTEL

CONTINENTAL KANSAS CITY, MO. | VICKSBURG VICKSBURG, MISS. | WM. LEN MEMPHIS, TENN. | MAJESTIC HOT SPRINGS, ARK. | THE EASTMAN HOT SPRINGS, ARK.

SOUTHWEST HOTELS INCORPORATED
MRS. H. GRADY MANNING, PRESIDENT

Little Rock
ARKANSAS

MEMBER AMERICAN HOTEL ASSOCIATION AHA

Wednesday Nite

My dear Miss Nienburg:

The Labor Supply Analyst at the U.S. Employment Office here told me, today, that women are going to be employed at the Pine Bluff Arsenal, about 50 miles southeast of Little Rock. This is a Chemical War fare plant making all kinds of poison gas. Employees will all be under Civil Service. Total number to be employed 10,800. According to Mr. Allen, 65% of the jobs can be filled with women.

At present a 10 wks Training Course is being given in 16 different Counties under the V.D.T.C. There are 546 women trainees in the first group which has completed 5 wks. of the training. Next week a new class of 2666 trainees begin the course. Production will begin May 1st on one line.

The requirements have been lowered from a High School Education to ~~a~~ 6th grade, ~~and~~ at present there is no age limit. Mr. Allen said most of the

ALBERT PIKE HOTEL

CONTINENTAL
KANSAS CITY, MO.

VICKSBURG
VICKSBURG, MISS.

WM. LEN
MEMPHIS, TENN.

MAJESTIC
HOT SPRINGS, ARK.

THE EASTMAN
HOT SPRINGS, ARK.

SOUTHWEST HOTELS INCORPORATED
MRS. H. GRADY MANNING, PRESIDENT

Little Rock
ARKANSAS

MEMBER AMERICAN HOTEL ASSOCIATION AHA

women would be classified as "Paper and Pencil Chemists". Measurements must be very exact and the women are to do most of this work. This plant was originally planned for incendiary bombs but all plans have been changed.

I did not think you wanted me to visit them now but since they are hiring so many women I thót it best to write you before leaving Little Rock. Will you please write or wire concerning the advisability of visiting Pine Bluff now.

The Maumelle Ord. at Marché does not employ women except in the office – approx. 60 women.

Sincerely
Elsie Wolfe

WOMEN'S BUREAU

Community Ne

ALBERT PIKE HOTEL

CONTINENTAL
KANSAS CITY, MO.
VICKSBURG
VICKSBURG, MISS.
WM. LEN
MEMPHIS, TENN.
MAJESTIC
HOT SPRINGS, ARK.
THE EASTMAN
HOT SPRINGS, ARK.

SOUTHWEST HOTELS INCORPORATED
MRS. H. GRADY MANNING, PRESIDENT

Little Rock
ARKANSAS

MEMBER AMERICAN HOTEL ASSOCIATION AHA

Friday Evening

My dear Miss Nienburg:

I rec'd your letter concerning Burlington before I left Texarkana to-day. It is gratifying to know that the Women's Bureau is being called upon for assistance. I presume a letter will be sent to Burlington concerning my return. As yet it is difficult to determine the exact date of my arrival — I came here to write the Texarkana report so that will take several days. However, I think I could get there around April 22nd.

The needs in Texarkana are manifold. The housing situation is awful — people are living crowded into trailers, shacks, tents & hovels and rents have increased over 100% in many instances. Sanitation is really alarming in the rural area between Texarkana and the Ordnance Plants.

ALBERT PIKE HOTEL

CONTINENTAL
KANSAS CITY, MO.
VICKSBURG
VICKSBURG, MISS.
WM. LEN
MEMPHIS, TENN.
MAJESTIC
HOT SPRINGS, ARK.
THE EASTMAN
HOT SPRINGS, ARK.
SOUTHWEST HOTELS INCORPORATED
MRS. H. GRADY MANNING, PRESIDENT
Little Rock
ARKANSAS
MEMBER AMERICAN HOTEL ASSOCIATION AHA

All of the Lone Star employees are being innoculated for typhoid and small pox. Hospital facilities are hopelessly inadequate

Recruiting female labor is already a problem since there are no towns of any size near by. The largest have one or two thousand persons. Evidently dormitories will have to be built there.

I visited the Red River Ordnance after learning that it was to be a permanent depot. They expect to employ about 2500 of which 800 will be women. At least that is the present estimate. 200 of these women will be Clerical, about 100 will be checkers, storekeepers, Chauffers, Chemists, and Labortary aids. The remaining 500 women will be machine operators in the Storage Dept. I was unable to secure much information on the type of machine as the Com. Officer, Major Dingee, was having a long conference with

ALBERT PIKE HOTEL

CONTINENTAL
KANSAS CITY, MO.
VICKSBURG
VICKSBURG, MISS.
WM. LEN
MEMPHIS, TENN.
MAJESTIC
HOT SPRINGS, ARK.
THE EASTMAN
HOT SPRINGS, ARK.

SOUTHWEST HOTELS INCORPORATED
MRS. H. GRADY MANNING, PRESIDENT
Little Rock
ARKANSAS
MEMBER AMERICAN HOTEL ASSOCIATION AHA

one of the members of the Washington Office and could not take time to talk yesterday. He said if I came back Monday he would be free but inasmuch as I was leaving he referred me to the Per. Mgr., Mrs. Murphy, who did not know much about the machine operation. She said Major Dingee told her it was some kind of clipping machine that would require no experience and operation would be taught on the job. Rate of pay was not yet set but she thot it would be $\$4^{50}$ to $\$5^{00}$ per da. All employees at Red River will be under Civil Service.

I suppose Miss Ziegler is back in Washington so I shall not write to her too — I mean not to-day.

We had four days of steady rainfall — the sun was very welcome to day.

Sincerely Yours
Elsie Wolfe

File

April 8, 1942

Miss Elsie I. Wolfe
Hotel Grim
Texarkana, U. S. A.

My dear Miss Wolfe:

I have a notation on my desk from Mr. Burbridge, Safety Director, Day and Zimmerman Inc., Iowa Ordnance, Burlington, Iowa, asking that a representative of the Women's Bureau call at the Iowa Ordnance Plant the next time we are in the vicinity. This message comes to us from Mr. Cameron's office of the Division of Labor Standards.

Your letter from Miss Cresswell indicates that some reorganization is being done and I think it would be well for us to assist in it. Therefore, I agree with you that when you have finished Jacksonville, it would be better to go to Iowa before returning to Washington.

We are expecting Miss Ziegler here by Friday or Saturday. We expect to get out first the report on shell loading and bag loading plants and then a statement on the whole housing and recreation situation for submission to the representative government authorities concerned with this problem. Your help will be wanted in the course of bringing these reports together but I think you can complete Iowa before coming to Washington.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Air Mail

Hotel Grim,
Texarkana
on State Line

HOTEL GRIM

ON STATE LINE AVENUE

TEXARKANA, U.S.A.

April 6, 1942

My dear Miss Nienburg:

The inclosed letter from Miss Creswell reached me yesterday after having gone to the Conciliation Service in Washington where it was opened by mistake and then sent to our Bureau who forward it.

Since I do not know just where Miss Ziegler is at the present time, I am sending it to you for consideration.

I shall be leaving for Jacksonville Ark. by the end of this week so I suppose I could return to Chicago

via Iowa if that meets your approval.

Sincerely

Elsie Wolfe

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION
114 ELEVENTH STREET
DES MOINES, IOWA

JOHN M. NAUGHTON
ADMINISTRATOR

April 1, 1942

Miss Elsie I. Wolf, Field Investigator
Women's Bureau, U.S. Dept. of Labor
Washington, D.C.

Dear Miss Wolfe:

If your plans bring you anywhere in the vicinity of Iowa in the near future, we would like to have you stop in our state. I believe you might be of assistance to us in working out some phases of the program in Burlington. Plans are shaping up nicely, but perhaps we could jointly work out some phases of the work that have not been definitely carried through.

Very truly yours,

John M. Naughton
State Administrator

Helen Cresswell

Helen Cresswell, State Director
Service Programs

FOR DEFENSE
BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

April 3, 1942

To: Miss Nienburg

From: Miss Anderson

Mr. Cameron's office in the Division of Labor Standards this morning telephoned a message from Mr. Burbridge, Safety Director, Day & Zimmerman Inc., Iowa Ordnance, Burlington, Iowa (Mr. Burbridge was in to see Mr. Cameron on Wednesday).

Mr. Burbridge would like a representative of the Women's Bureau to call at the Iowa Ordnance plant the next time we have someone in their vicinity. He thinks there are conditions there that would be of interest to us.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

Hotel Grim
Texarkana, U.S.A.
April 4, 1942

Miss Mary Anderson, director
Women's Bureau
U. S. Dept. of Labor
Washington, D.C.

My dear Miss Anderson:

Thank you for your letter of March 31st. You have been very kind considering all the questions that seem to have arisen as a result. I should not have committed my self because statements of that kind are misinterpreted, and also because of its reflection upon the Bureau, for which I am truly sorry. I would like to say in my own defense that [illegible] it was brought up by our question as to the requirements on the firm schedule. [illegible] said he would like to "talk" about it before answering the question and proceeded to give the explanation I wrote you. He said they would be employing 25 to 28% negroes but not on production. My belief that it is unwise, as yet, to place negroes and whites together on production lines was not based on his statements, but on the comments of local citizens. The feeling is bitter and it would be foolish to deny that it exists. As labor shortages become more acute, probably there will be a change of attitude in the South but at present the concensus of opinion of the progressive whites, is that one of two things will happen if negroes and whites are put on line together – (1) White women will not work in plant or (2) Race riots will develop. Either one will certainly interfere with production.

I talked to a young woman who is on the faculty of the La. State University, Dept. of Gov't. She travels thru' the South, determining public opinion through interviews with all classes of people and stated that there was more bitterness and antagonism toward the north, and particularly the U.S. Gov't, than had existed for fifty years or more. She feels much concerned in the situation of the negro but does not believe that the employment of negroes with whites can be forced without dire results.

The transportation problem for negroes

working on construction at the Lone Star and Red River Ordnances here in Texarkana is a serious one, from all reports. The negro men are forced to wait until all the white men get on the buses, thus making them late for work and some of them do not get back until late at night.

I contacted Mrs. Mary Pugh, In Charge of United Charities, N.Y.A. Sponsor, and Counselor for Negro groups. At present she is directing some of her energy and time toward a nursery or some kind of Child Care for the women employed at the plant. She is an outstanding person and evidently has devoted much of her time to helping the negro. It was thru her efforts that a sewer was finally put in the negro section in Arkansas. She was instrumental in obtaining the N.Y.A. home for negro girls.
t is a very attractive building constructed by
Y.A. negro boys and some of the furniture
as also made by them. This building, housing
o girls, was dedicated last June and is now
sed due to the contraction of the N.Y.A. program.

There are 26 power sewing machines and several looms for weaving in the work room of the Residence. The Supt., a fine negro woman, said she had been able to place all the trainees in jobs, but only one in sewing. There are no clothing mfgrs. here. The girl placed had gone to Gary, Ind. Since the girls at the Residence did all the cooking and cleaning, as well as sewing, they were in demand for domestic service at a higher rate of wages, according to Supt. They rec'd \$3.50 and \$4.00 per wk. whereas some servants are paid as low as 50¢ or \$1.00 per wk. Laundry workers receive from 10¢ to 14¢ per hr.

At the present time a negro and white N.Y.A. Defense Training Center is being constructed by N.Y.A. boys. The courses will include machine shop, woodworking and sheet metal. The classes will be open to girls as well as boys so it is hoped that the Residence can be used to house some of the girl trainees. Mrs. Pugh wondered if the Women's Bureau might have some influence in regard to the reopening of the residence.

I told her I would write and tell you about it. Mr. J. W. Hull is State Director of N. Y. A. in Arkansas and he is located at Russellville, Ark. Mrs. Pugh seems to think he is alright that the difficulty lies in Washington, that is, an order must come from there. There were two negro girls at the center yesterday sewing on Red Cross clothes but the residence is closed.

Mrs. Pugh is much concerned over the negro transportation to the plant and fears that some one will be killed before action is taken. She does not think it would be wise to put negroes with whites on production. To use her own words, "The time is not ripe yet".

Mr. Ross, Labor Market Analyst for this area, was in Texarkana for a few days and he gave me some interesting statistics gathered from U.S. Employment recruiting and testing of all applicants for the Ord. Plant. Only 33% o. the total number of applicants will be eligible for hiring — probably percentage will drop to 30% after Intelligence, Dexterity and physical examinations are in. Some are disqualified for other reasons. A labor shortage will be experienced in a short period of time.

Sincerely Elsie Wolfe

March 31, 1942

Miss Elsie Wolfe
Washington Youree Hotel
Shreveport, Louisiana

Dear Miss Wolfe:

I have your telegram and your letter as well. I am sorry that the manager of the Mississippi Ordnance Plant discussed the question of Negro women's employment with you.

I find that the Negro Employment and Training Branch, Labor Division, War Production Board, has urged Negro employment in this particular plant, both men and women, and they have taken particular pains to have college graduates apply, and as I understand it, they have been turned down. It is a very sore spot right now and I am more than sorry that you entered into the discussion. You were on official business at the plant, fact-finding, and you could not give your own opinion without having them think that it was the opinion of the Bureau, because you were there officially. The plant manager used it in writing to his superior, who in turn wrote a letter to Mr. Hillman, and he turned it over to Dr. Weaver.

A person has to be so careful in the South, particularly in discussing the Negro question, not to give any opinion because all that one gets out of it is to be the butt between the two. I hope that your expressions will be very guarded, and remember that you are fact-finding and not policy-making.

I am sending you a copy of my letter to Dr. Weaver and also a copy of the letter to Mr. Burke. It is necessary to clear up this situation quickly, less we should be more misunderstood.

Sincerely yours,

Mary Anderson, Director

MA:IS

OPERATED BY WASHINGTON-YOUREE HOTEL CO., INC.

The Washington-Youree
Shreveport Louisiana

March 30, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Dept. of Labor
Washington, D.C.

My dear Miss Anderson:

I hope you have received my letter stating my own personal feelings in regard to the racial prejudice in the South. I can not understand how the white people rationalize their treatment of the negro – as one of the Social Workers said it is a society of "People" and negroes. The latter do not belong to the former group in the Southerner's viewpoint.

Neither the City Recreational program, Defense training, or Welfare activities in Shreveport include the negro. He lives apart and little is done to raise his standard. However, I believe better schools are provided for negroes in La. and the general level of intelligence is higher than in Mississippi.

As far as the employment of negro women on the production lines in the deep South, particularly at Flora, Miss.; is concerned I don't believe it can be done at present without creating far more internal strife than we could well afford at this time. If the labor shortage becomes acute the white people might take a different attitude.

The mayor of Jackson told me that if "Old Eleanor" tho't she could push the "nigger" down their throats she was mistaken, and that the white men of the South would never stand having a nigger women working beside their women and receiving equal pay. He said the South knew how to manage the negro and that Washington couldn't tell them what they had to do. This same sentiment was expressed over and over again. The Y. W. C. A. Sec'y here and in Jackson both stated that if negro women were put on production white women wouldn't work there - even for the cause of patriotism.

I don't see how we can expect the negro to be able to perform a job handling explosives when he has had no educational or industrial background. After all, the operating companies do have a responsibility when it comes to Safety and Production. Even the white women are "scared to death" and quit their jobs in a few days. The turnover has been enormous at Minden and a great deal of time has been given over to training with inert materials.

Mr. Bowers, Plant Mgr. at Flora, stated that he had received a letter that morning from Sidney Hillman in regard to hiring negroes. He Mr. Bowers is from the north and seems to have little racial prejudice himself but he said the plant could not be operated successfully in the South using negroes on the production line. Mr. Bowers stated that the negro in the north had the advantage of education and some industrial training and probably could be used in a munitions plant but that they would have an explosion every few weeks with the type of negro labor available here. He spoke of the poor schools provided for negroes and said that the majority of the colored applicants had eliminated themselves because they were unable to fill out an application blank or pass the aptitude test. Then, too, the prevalence of venereal disease among the negroes is another eliminating factor. Last, but not least, he stated that a race riot would take place within 60 days.

Mr. Bowers made the statement that if the officials in Washington, who were advocating the hiring of negroes on production, would come down and see conditions as they actually existed, they would see the inadvisability of forcing the issue. He ask me what my own opinion was now that I had visited some of the plants in the south and I replied that, although I was heartily in favor of giving the negroes a part in the Defense Program, I did not believe that it was wise to put them on production without more adequate training than these colored people appear to have in the area around Flora. The bitter opposition by the whites can not be discounted if one expects to maintain a steady labor force and maximum production would never be reached under those conditions.

I was not speaking for the Dept. of Labor or Women's Bureau but I belive the above mentioned factors will have to taken into consideration.

It seems to me that negroes could be profitably used as welders and machine shop. Why aren't they included in the courses offered by the Dept. of Education and N.Y.A.? There were four boys (negro) at the N.Y.A. training center here but they were scrubbing walls and floor.

I am very sorry if I have in any way involved the Bureau. Evidently Mr. Bowers wrote to Mr. Hillman, quoting me. Hereafter I shall give no opinion even tho' I believe that certain factors have to be taken into consideration

Very Sincerely
Elsie Wolfe

CLASS OF SERVICE

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WESTERN UNION

1201

1321

(58)

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A. N. WILLIAMS
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1942 MAR 30 PM 1 02

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WE47 64 GOVT COLLECT=WH SHREVEPORT LA 30 1117A

MISS MARY ANDERSON, DIRECTOR=
WOMENS BUREAU US DEPOT OF LABOR=

AGREED WITH PLANT MGR. THAT INTENSE LOCAL OPPOSITION TO NEGROES WORKING WITH WHITES ON PRODUCTION MIGHT CREATE RACE RIOT. STATEMENT MADE TO ME BY LOCAL CITIZENS THAT WHITE WOMEN WOULD NOT WORK IF NEGROES WERE ON LINE, FARMERS MUCH OPPOSED. ILLITERACY AMONG NEGROES IN AREA VERY HIGH. MGR. SAID FEW COULD QUALIFY DEPLORABLE BUT PROBABLY TRUE. MY STATEMENT WAS FROM PRODUCTION STANDPOINT ONLY=

ELSIE WOLFE.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM U. S. Dept. of Labor
BUREAU Women's
CHG. APPROPRIATION Salaries and Expenses

U. S. GOVERNMENT PRINTING OFFICE 10—1723

March 30, 1942

Miss Elsie Wolfe
Washington Youree Hotel
Shreveport, Louisiana

REPORTED YOU DISCUSSED EMPLOYMENT OF NEGRO WOMEN WITH MISSISSIPPI ORDNANCE PLANT AND AGREED WITH THEM THAT THEY COULD NOT [illegible] BE EMPLOYED. WILL YOU WIRE ME THE TRUTH OF THIS STATEMENT.

MARY ANDERSON

MA:IS

OPERATED BY WASHINGTON-YOUREE HOTEL CO., INC.

The
Washington-Youree
Shreveport Louisiana

March 23, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Dept. of Labor
Washington, D.C.

My dear Miss Anderson:

It is significant to note that even the war has failed to change the attitude of the Southern people in regard to labor, freedom and equality. They are determined to keep the negro in "his place" regardless of the outcome and if negroes were put on the production lines in our Defense Plants there would be a race riot. Their violent opposition to the Wage and Hour Law is to be expected in view of their low wage standard, and now they see a chance to get rid of it in the name of patriotism so the bitter fight is on! All kinds of misinformation, concerning the law and labor, is being published and spread by word of mouth.

Fortunately, there are a few Southerners who are beginning to see the injustices and prejudices but the number is small and they are principally women. Two of the women were in Recreational work in Mississippi and they told me that women, white and colored, were working 14 hrs. per day in laundries; school teachers were paid \$50^{00} per mo, negro teachers \$30^{00} per mo; free text books are not provided in High School and education is not compulsory, even for white children. Some schools are provided for negroes but little encouragement is given them so the great majority can not read or write. Some of the negro sections do not have sewerage disposal altho' there has been an attempt made by some of the City officials to remedy the situation.

The Y. W. C. A. Sec'y here in Shreveport is quite unusual. She made the statement that democracy does not exist in the deep South and I am sure she is right. She feels there is little hope for a change in attitude until the present population 50 yrs. old or over are dead. As far as racial prejudice is concerned she said her own Y. W. C. A. local board members were as bad as any of the other people.

All of these women spoke of the attitude local people take in regard to any suggestions made by Northerners and that it was very difficult for a person to come in and succeed in holding a job. Miss — gave as an example, the young woman who had preceded her at the Y. W. C. A. She was a very well trained and intelligent person but she came from Ohio and so she didn't meet the approval of the local people. The sad part of the picture is that the majority of young people who might be able to change attitudes and break down prejudices are leaving the South because salaries are so low that they refuse to stay. If they ever see "Light" I believe it will have to come from some one within their section of the country.

I attended a meeting Sat. night at the Civic Auditorium which was supposedly a Public Rally to promote better feeling between Labor, Capital, Agriculture etc. In reality it was called for the purpose of bringing pressure to bear on their Congressmen thru' form letters (each person rec'd three letters) protesting against the 40 hr. week, strikes etc. etc. and demanding that something be done about it. The impassioned pleas of the speakers to preserve freedom and democracy in this land seemed a hollow mockery to my way of thinking.

As far as I am concerned, everyone has been very friendly and willing to cooperate with me but first I must listen to a long tirade on the way the Gov't is run, particularly in regard to Miss Perkins!

I hope I haven't "raved" on to too great lengths in this letter.

Sincerely
Elsie Wolfe

March 31, 1942

Dr. Robert C. Weaver
Chief, Negro Employment and Training Branch
Labor Division
War Production Board
Washington, D. C.

My dear Dr. Weaver:

Having been away from the office, I find your letter upon my return. I immediately got in touch with Miss Wolfe to find out what part she had taken in the discussion of the employment of Negro women at the Mississippi Ordnance Plant. In a telegram Miss Wolfe says that she agreed with the plant manager that white and colored women could not work together on production in Mississippi. Her statement, she said, was from the production standpoint only. I fear they jockeyed her into making such a statement.

I want to say to you, however, that this is not in accord with the policy of the Women's Bureau. We have never made any distinction between white and colored women. I am writing to Mr. C. F. Burke, President of the General Tire and Rubber Co., Akron, Ohio, telling him that Miss Wolfe's statement is contrary to the policy of the Women's Bureau, and I am enclosing a copy of my letter. I am exceedingly sorry that this has occurred but I am going to rectify it as far as I possibly can.

Sincerely yours,

Mary Anderson, Director

MA:IS

March 31, 1942

Mr. C. F. Burke, President
General Tire and Rubber Co.
Akron, Ohio

My dear Mr. Burke:

I want to thank you very much for the help and cooperation extended to our representative, Miss Elsie Wolfe, by Mr. A. C. Bowers, Works Manager of the Mississippi Ordnance Plant, during her visit in Mississippi.

Our surveys in Mississippi, as elsewhere, are made to determine what work women can perform effectively in war plants and to assist in the solution of any problems arising through their employment either in the plant or in the community. The Mississippi Ordnance Plant was not operating in March, as you know.

It is not our province to determine the availability of any type of labor as this is the function of the Employment Service. Judging from Miss Wolfe's report, she did not study the character of available local woman labor in relation to plant needs. The plant management discussed with her their position with regard to the employment of Negro women. It was beyond Miss Wolfe's province to take any position concerning the type of personnel to be employed, save as regards the demands of the work. We regret that she did so in this instance.

It is not our policy as a Women's Bureau in the Department of Labor to pass judgment upon whether or not Negro women should be employed in any particular plant. Women are needed in ever increasing numbers to get out war production. Those already available for factory work are chosen first today as in the past, but we are training women of all races and are absorbing them with increasing rapidity as both white and Negro men go into the Armed forces.

Sincerely yours,

Mary Anderson, Director

MA:IS

WAR PRODUCTION BOARD
WASHINGTON, D. C.

LABOR DIVISION

March 25, 1942

IN REPLY REFER TO:

Miss Mary Anderson
Chief, Women's Bureau
United States Department of Labor
Washington, D.C.

My dear Miss Anderson:

I am attaching a copy of a letter addressed to Mr. Hillman in response to a communication which the War Production Board sent to the General Tire and Rubber Company.

In our letter we raised the question of the employment of Negro women at the Mississippi Ordnance Plant. You will note that the management of that Plant stated that Miss Elsie Wolfe of your staff had recently made a survey of the situation in the area and is reported by Mr. Burke as agreeing on the point "that local southern Negro women are not suited for the type of operations in the bag loading plant for work requiring the skill and accuracy needed in such an operation".

I have discussed Miss Wolfe's report with Miss Bertha Neinburg, your assistant, and Miss Neinburg assures me that this interpretation is not accurate. Since we are going to press the matter of equitable employment opportunities for Negroes in this Plant, I should appreciate having as soon as possible a definite statement of what Miss Wolfe's report did contain and of what her recommendations would imply.

Sincerely yours,

Robert C. Weaver

Robert C. Weaver
Chief, Negro Employment
and Training Branch,
Labor Division

FOR VICTORY
BUY
UNITED
STATES
DEFENSE
BONDS
AND
STAMPS

Enclosure

COPY

THE GENERAL TIRE & RUBBER COMPANY

AKRON, OHIO

Office of
the President

March 17, 1942

Mr. Sidney Hillman
War Production Board
Washington, D.C.

Dear Mr. Hillman:

With further reference to your letter of February 27, addressed to Mr. O'Neil, we are in receipt of a letter from our Works Manager at the Mississippi Ordnance Plant, Mr. A. C. Bowers. He said that he had just completed a lengthy conference with Miss Elsie Wolfe from the Women's Bureau of the U.S. Department of Labor.

It appears that they agreed on the point that the local Southern Negro women are not suited for the type of operations in the bag loading plant for work requiring the skill and accuracy needed in such an operation.

This subject undoubtedly will be covered in her report which is presumed to arrive at your desk.

It appears that there may be opportunities to use Negro men as track workers, road workers, freight handlers, yard workers and truckers. This will result in approximately 25 percent colored employees of the total when the plant reaches its maximum capacity.

Some Negro women will be used in miscellaneous places where their ability is adaptable to the requirements of the job such as in the laundry, for janitor work, etc.

Yours very truly,
THE GENERAL TIRE & RUBBER COMPANY

C. F. Burke

CFB/P

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

1201

(32)

SYMBOLS

DL=Day Letter
NT=Overnight Telegram
LC=Deferred Cable
NLT=Cable Night Letter
Ship Radiogram

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

WE138 15 GOVT COLLECT=JY JACKSON MISS 9 201P 1942 MAR 9 PM 3 33

MISS BERTHA NIENBURG=
:WOMENS BUREAU US DEPT OF LABOR=

WAS LETTER SENT FLORA MISS IF NOT PLEASE WRITE IMMEDIATELY FIRM OPERATING GENERAL TIRE=

ELSIE WOLFE.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Community

ROY HEIDELBERG'S 1,000 ROOMS OF HOSPITALITY

HOTEL PINEHURST

HOTEL KING
BATON ROUGE, LA.
175 ROOMS
AIR COOLED

HOTEL PINEHURST, LAUREL, MISS.
ALL PUBLIC ROOMS AIR CONDITIONED
ALL GUEST ROOMS AIR COOLED

ISTROUMA HOTEL
BATON ROUGE, LA
200 ROOMS
PUBLIC ROOMS
AIR CONDITIONED

HOTEL HEIDELBERG
ROY HEIDELBERG HOTELS

HOTEL HEIDELBERG
JACKSON, MISS.
300 ROOMS
AIR CONDITIONED

ROY L. HEIDELBERG, OWNER
ARTHUR F. LANDSTREET, MANAGER
AMOS D. LIPHAM, ASSISTANT MANAGER
JOHN L. BLANKS, ASSISTANT MANAGER

JACKSON, MISS.

HOTEL HEIDELBERG
BATON ROUGE, LA.
250 ROOMS
AIR CONDITIONED

March 9, 1942

My dear Miss Nienburg:

I sent the Milan Report to Miss Ziegler in Huntsville, Ala, in order that she might get the necessary information for the Regional Conference.

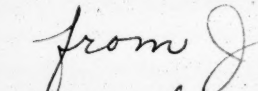
No doubt I shall be going to Minden, La. from Jackson, so it might be well to send the letter of introduction to that plant in a few days. I do not know the name of the Operating Co.

Another convention is about to disrupt my life in Jackson. The "teachers" are coming this week - last week it was the Road makers in Memphis! The room clerk said he would try to find a room for me.

Sincerely
Elsie Wolfe.

P.S. I shall wait for a day or two before visiting the plant at Flora. According to reports, production has not yet begun.

HEIDELBERG AUTO HOTEL
JOINING HOTEL HEIDELBERG



500 CARS
JACKSON, MISS.

Community Needs

AMBASSADOR HOTEL
MAIN AT VANCE
MEMPHIS, TENN.
F. A. HARTMAN, MANAGER

WOMEN'S BUREAU
MAR 7 - 1942
DEPARTMENT OF LABOR

March 5, 1942

Miss Bertha Nienburg
Women's Bureau
U. S. Dept. of Labor
Washington, D. C.

My dear Miss Nienburg:

In regard to my proposed visit to the Dupont plant at Millington, outside Memphis, I wish to state that my contemplated visit was entirely Miss Ziegler's idea. I knew nothing whatever about the place except the limited information which Miss Ziegler supplied by telephone message. As I stated in that letter, I had no intention of visiting the plant until after I had finished writing the Milan report, and had received confirmation from you that Miss Anderson had not visited it.

I hope you received my wire to-day concerning National Fireworks, called American Fireworks in Newspaper Clipping, but according to Chamber of Commerce it is the National Fireworks. Inasmuch as we had visited them at Elkton, Md. I thought it best to call your attention to it before leaving Memphis. The Milan report is all finished except the job description.

I merely came to Memphis to write the report because I thought it would be a more comfortable place to stay but due to the convention I have not found it so.

No doubt at this time speech making is rather a precarious venture and should not be done. As I stated, I did not make a speech.

In regard to consulting Miss Ziegler, the invitation was extended at noon and the dinner was set for that evening, therefore I had no time to consult her. However, I related the story to her in Chicago and she said, "write and ask Miss Nienburg what she thinks about it". I have only written to you concerning the work when she has requested that I do so, and if I have failed to cooperate with her, I was not aware of it. In as far as I am

AMBASSADOR HOTEL
MAIN AT VANCE
MEMPHIS, TENN.
F. A. HARTMAN, MANAGER

concerned, the relationship between Miss Ziegler and myself has been most pleasant.

A wire from her this morning stated that I should write you concerning plans but since she seemed uncertain about where I should go, I shall call her to-night.

I am inclosing the newspaper clipping in regard to a second explosion at Burlington. I sincerely hope it was not as serious as the first one.

Sincerely Yours
Elsie I. Wolfe

Defense
Community
Needs

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg

BUREAU W. B.

CHG. APPROPRIATION

March 4, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS ELSIE WOLFE
HOTEL CLARIDGE
MEMPHIS, TENNESSEE

ANDERSON SCHEDULED PLANTS AT MILLINGTON AND AT CORDOVA, AS WELL AS AIRCRAFT PLANT. DO NOT ATTEND SAN ANTONIO CONFERENCE AS OUT OF OUR AREA.

BERTHA M. NIENBURG

2:47 PM

resent to:
Ambassador Hotel
Memphis, Tenn

THE WESTERN UNION TELEGRAPH COMPANY

NOTICE REGARDING TELEGRAM

R. B. WHITE
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

DC76
DELIVERY NO.

RAC WASHDC MAR 6 19
(STREET ADDRESS, CITY, AND DATE)

BERTHA M NIENBURG
NAME

BUREAU W.B. FILED DC OFC
ADDRESS

Your telegram of MAR 4 (DATE) 1942 to MISS ELSIE WOLFE (ADDRESSEE)

at HOTEL CLARIDGE MEMPHIS TENNESSEE (ADDRESS AND CITY) is undelivered for the following reason:

MESSAGE RETURNED BY HOTEL AS UNCLAIMED

If you have occasion to correct the address originally supplied, please call

and ask for NA 7100 EX 69 AM

Form 101 A

THE WESTERN UNION TELEGRAPH COMPANY

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RECEIVED AT

TELEPHONE YOUR TELEGRAMS
TO POSTAL TELEGRAPH

Form 16

Postal Telegraph

Mackay Radio
Commercial Cables
TELEGRAMS CABLEGRAMS RADIOGRAMS
All America Cables
Canadian Pacific Telegraphs

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1942 MAR 5 AM 11 37

BM MHA85 11 COLLECT GOVT=DY MEMPHIS TENN 5 948A

MISS BERTHA NIENBURG=
WOMENS BUREAU US DEPT OF LABOR WASHINGTON DC:

=DID ANDERSON CHECK NATIONAL FIREWORKS AT CORDOVA? DUPONTS AT MILLINGTON=

ELSIE WOLF.

file

March 3, 1942

Miss Elsie Wolfe
Hotel Ambassador
Memphis, Tennessee

My dear Miss Wolfe:

A letter from Miss Ziegler received yesterday told us that you were contemplating a visit to the duPont plant outside Memphis erected for British manufacture. I hoped our telegram reached you before such contact was made for this was a part of Margaret Kay Anderson's assignment. It is vitally important when you depart from the schedule of visits, as we have it in this office, that we know before you make contacts because we do not wish to have the Bureau embarrassed by having two people call at the same place within the same month.

Now as to speaking. The President has issued orders that no one can make a talk without having it submitted to the Office of Facts and Figures in O.E.M. This means, of course, that all talks must be written ahead of time. As to informal talks to local groups. While at other times these would be good-will promoters, at this time they may be fraught with danger. So often organizations like publicity and have a publicity chairman whose business it is to get space in the newspaper for the organization meetings. The presence of a Federal agent would be news and no one can know how a publicity chairman might distort anything you said.

Personally, I think if we feel an organization in a community can be helpful with such matters as making rooms available or bringing about a better morale with relation to women workers, we should confer with the President or some other officer of the organization informally at lunch. Even then, we should have clearly in mind what we want the organization to do and know that it is the one in the community to carry through. It is a dangerous period and a very minor slip in a community might cause bad repercussions. While it is not possible for Miss Ziegler to work right along with you we do expect you to consult with her on all such matters. Miss Ziegler is your superior officer and we have absolute conference in her good judgement.

I am glad you brought to our attention your title on your identification cards. Of course, that title should never be used save for beginners. Miss Larrabee, I think, has sent you a new card immediately and will write you concerning the other matter.

As I wrote Miss Ziegler, Miss Cannon had a conference with a member of Mr. Roseman's Office of Defense Health and Welfare

Services of Federal Security Administration. They are not interested in having copies of our reports here but ask that we confer with their regional representatives and work with them in finding solutions to the problems we develop.

We have a ten hour blackout tonight. What with this and going on a 44-hour week, the present situation gets closer and closer into our daily lives.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Attached for Miss Wolfe is letter dated February 21, 1942 signed by Helen Cresswell, State Director, Division of Community Service Programs, Federal Works Agency, W. P. A., 114 - 11th Street, Des Moines, Iowa.

HOTEL DIXIE CARLTON
HOTEL DIXIE CARLTON
BIRMINGHAM · ALABAMA
HOME OF WSGN
HOTEL OWENSBORO
OWENSBORO · KENTUCKY
150 ROOMS · · 150 BATHS
ALBERT NOE HOTELS
NEW SOUTHERN HOTEL
JACKSON · TENNESSEE
250 ROOMS · BATHS · $2.00 UP

WRITTEN FROM
NEW SOUTHERN HOTEL
JACKSON · TENNESSEE

A. D. NOE, JR.
MANAGING DIRECTOR

Feb. 25, 1942

WOMEN'S BUREAU
FEB 27
DEPARTMENT OF LABOR

Miss Bertha Nienburg, Ass't Director
Women's Bureau
U. S. Dept. of Labor
Washington, D. C.

My dear Miss Nienburg:

A question came up while I was in Burlington which I wanted to refer to you in case a similar situation would arise.

The Business and Prof. Women's Club ask me to speak at their dinner meeting. I told them that I didn't think we were allowed to make a speech without authorization from the Bureau but I tho't it would be alright to discuss informally the problems of Women in the Defense Industries. They are taking that for their special study next month. I gave no specific information as to plants etc. but told them in general what women were doing in the defense program, tried to correct

HOTEL DIXIE CARLTON
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BIRMINGHAM · ALABAMA
HOME OF WSGN
HOTEL OWENSBORO
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ALBERT NOE HOTELS
NEW SOUTHERN HOTEL
JACKSON · TENNESSEE
250 ROOMS · BATHS – $2.00 UP

WRITTEN FROM
NEW SOUTHERN HOTEL
JACKSON · TENNESSEE

A. D. NOE, Jr.
MANAGING DIRECTOR

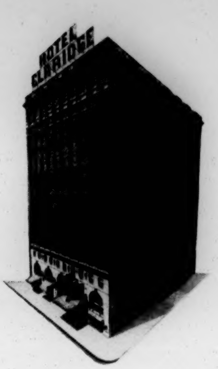
the mistaken idea about the "high" wages women were receiving. Even in Burlington they seem ignorant of the real wage rate and did not know that women do not receive the same minimum rate as men in defense plants. I had not visited the Iowa Ordnance prior to the dinner so there was no chance of disclosing any local information. They were interested in the fact that women were having difficult times securing rooms in private homes and promised to make an effort to change public opinion in regard to women roomers.

I was invited to speak to a Club of Industrial Girls at the Y. W. C. A. in St. Louis but instead of talking to them, I ask them to tell me about their jobs which each one proceeded to do – and a good time was had by all around the supper table. In this way I heard about the girl who was injured in the explosion and later I interviewed her.

I hope all these activities meet with your approval.

Sincerelly Elsie Wolfe

Community Needs
Answered by telegram March 4th



HOTEL CLARIDGE
400 ROOMS
400 BATHS
Six Floors Air Conditioned
Memphis' Smartest Hotel
MAIN AT ADAMS
MEMPHIS, TENN.

BUREAU
1942

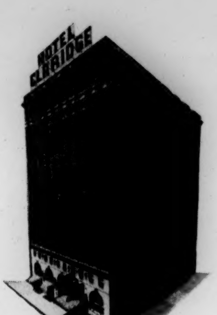
Sunday, Mar. 1

My dear Miss Nienburg:

I visited the Wolf Creek Ordnance Plant before your wire reached me but all was well. However, I did not see Lt. D. S. Werner, but was referred to Major Kennedy who is supposed to be in command. Neither Major Kennedy nor the Co. officials I contacted had rec'd the letter from Wash. but I had the copies. There was no question about giving out any information we desired or visiting the plant. One of the Safety Engineers was assigned to the duty of escorting me thru' the plant and we spent practically all day going over the area and plant.

The Operating Co., Proctor & Gamble, ~~have an~~ are doing a very fine job from all indications. Not one word of criticism was voiced in any of the community contacts I made. They are trying to do everything possible to insure safety and health and a feeling of well-being seems to prevail.

My contact with the Ordnance Dept. was in the reverse order from our usual procedure of seeing

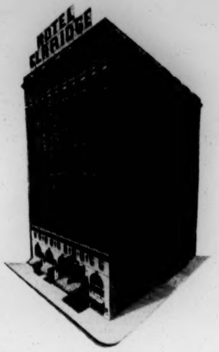


the Army officials first, due to the fact that Proctor and Gamble still maintain a temporary Employment Office at the one entrance on the road where the Commercial buses pass. I got off the bus there and found Mr. Hackett, Per. Mgr., in that office. He gave me all the information for the Firm schedule and then took me back to the regular Administrative Offices 6 miles from entrance & secured the Safety Engineer to take me thru' the plant. In this way I did not see Major Kennedy until about 5 P.M. but no objection was raised concerning my plant visit.

I am going to write the Milan Report here in Memphis and then try to locate this plant Miss Ziegler said was in Cordova or Millington about 20 miles from Memphis. If I understood Miss Ziegler correctly, they made munitions for the French, later the English, and now U.S. Gov't. I am wondering if Margaret Anderson might have contacted them when she was here. If so, please wire me within a few days. I probably will not go before Wed. or Thurs.

Then, too, Miss Ziegler tho't I should write you concerning the advisability of attending the Regional Conference at San Antonio on Mar. 13 and 14th. I believe those are the correct dates. If one of us attend, I should think we ought to contact at least one defense area

SB JOHNSON LITHO



HOTEL CLARIDGE
400 ROOMS
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MAIN AT ADAMS
MEMPHIS, TENN.

in that Region before going.

I arrived in Memphis at a very inopportune time. All the large hotels are booked to capacity beginning Mar. 2nd thru' Mar. 5th, due to a Convention, but the Mgr. of this hotel secured a room for me at the Ambassador Hotel, Memphis so I shall be there after Sunday night. It probably is not very desirable but I was glad to get a room.

If you have any further information on the munition plant at Millington or Cordova I should appreciate having it — at least the name of same.

Sincerely
Elsie Wolfe.

Files Defense Community

WOMEN'S BUREAU
FEB 24 1942
DEPARTMENT OF LABOR

CONGRESS HOTEL
CHICAGO, ILLINOIS

Feb. 23, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Dept. of Labor
Washington, D.C.

My dear Miss Anderson:

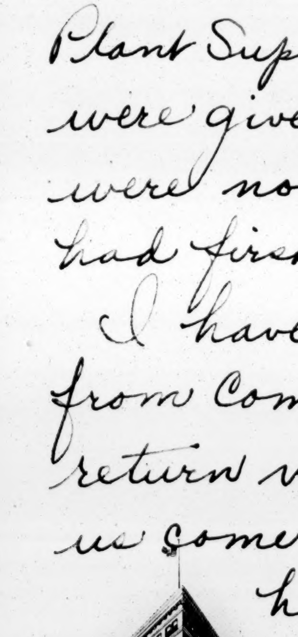
It is encouraging to note that the Women's Bureau is having some influence in formulating policies and public opinion concerning the woman-worker. Did you know that the Defense Housing units are now open for rental to unattached women employees at the Defense Plants? According to the Project Mgr. of F.W.A. houses in Burlington, a recent ruling, within the past two weeks, had come through to that effect – from the Washington office.

In regard to the girl injured in the explosion, the accident occurred in the new St. Louis Ordnance Plant, part of which is in the city limits of St. Louis. It is, of course, operated by Western Cartridge who have a plant at East Alton, Ill.

Do you think we should get more information on the training program for women in each plant as we visit it? I believe we could do this without any great difficulty.

The Iowa Ordnance had a very fine training program in theory. I hoped to see some demonstration of it when I visited the plant but the War Dept. interferred with my good intentions. Anyway, I recived a copy of their training manual which I am inclosing with the Burlington report. Mr. Johnstone, Plant Supt., assured me that the new employees were given practice with inert materials and were not put on an explosive job until they had first worked on the inert line.

I have been rather surprised at the requests from Community and plants concerning a return visit. They all seem anxious to have us come back later and check up on what has been done in the meantime. Several persons have remarked that we were the only bureau that had come into the area making a survey who

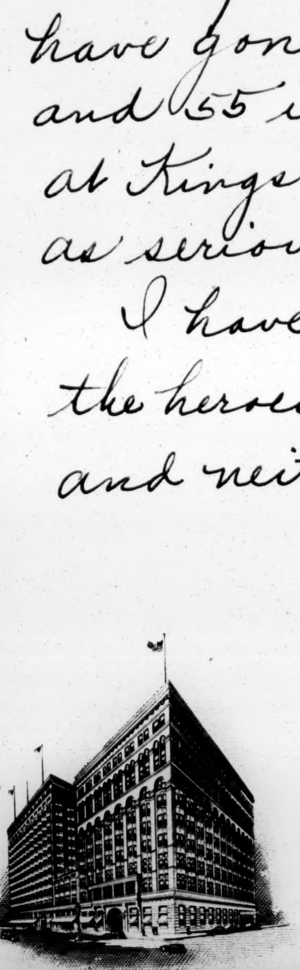


had any intention of following up the recommendations etc. made. They (Gov't official) came and "investigated" but that was all that ever happened.

You probably will be interested to know that four of the wives of men seriously injured at the explosion in Burlington have made application for jobs on the loading line. All the men who are able have gone back to work. There were 13 killed and 55 injured. Evidently, the explosion at Kingsbury last week was not quite as serious.

I have come to the conclusion that the heroes are not all on the battle field, and neither are they all men.

Sincerely
Elsie Wolfe



February 20, 1942

Miss Elsie Wolfe
Congress Hotel
Chicago, Illinois

Dear Miss Wolfe:

Thank you so much for your letter on the girl that was hurt in the Western Cartridge Plant. We have taken that up with the Standards Division, which doesn't seem to be able to go into the plants and do any inspection or have anything to say at all. I was very much surprised at that and they seemed to be so helpless that we finally suggested that they get the National Safety Council to do something, since Mr. Cameron's father is running it, and he told us they may be able to get them to issue some common procedure for the firms to use in the munition factories. Is this the firm located at Alton, Illinois? I know it is the same company, however. It has always been a bad firm. We have investigated it several times and always found poor conditions and very bad pay. I presume they are now paying better than they used to. We will pursue this question further and some day we will be able to get a real inspection.

In regard to going through the Iowa Ordnance Plant near Burlington, we have not heard anything from the War Department on this. It seems to me that you have received the information you wanted and under the circumstances, after they have had such an explosion and still are not doing what they ought to be doing, and there is such bad feeling between the company and the community, I think the best thing we can do is to leave it. I have your information and I shall try to take it up here with the people in the War Department that I can talk to.

I am very glad to get all of this from you because it is very important, when I am talking with the responsible people here, to point out these things.

With best wishes,

Sincerely yours,

MA:IS

Mary Anderson, Director

P.S. Enclosed are tentative suggestions for standards for agriculture for the year of 1942.

Sent [illegible]

143

Return to Miss A

PETTIGREW HOTELS

HOTEL BURLINGTON · HOTEL HAWKEYE · HOTEL UNION · BURLINGTON, IOWA · HOTEL ST. FRANCIS · ST. JOSEPH, MO.

BURLINGTON, IOWA

Feb. 16, 1942

WOMEN'S BUREAU
FEB 18 1942
DEPARTMENT OF LABOR

Miss Mary Anderson, Director
Women's Bureau
U.S. Dept. of Labor
Wash., D.C.

My dear Miss Anderson:

No doubt 'ere this time you have had some inquiry from the War Dept. concerning authorization for me to go through the Iowa Ordnance Plant near Burlington.

The Commanding Officer was unwilling to grant permission without authorization from Washington inasmuch as they have had so many investigations since the explosion. I told him we would rather not make an issue of the plant inspection under the circumstances, but he seemed to consider it his duty to wire Washington so there was nothing for me to say. The operating Co. was willing for me to go thru the plant and I secured all the information for the firm schedule from the Plant Supt. and Personnel Mgr.

Col. Jenks is very much on the defensive since he was replaced after the explosion and has now just returned to Burlington. It is unfortunate for me that I did not arrive one week earlier.

Both Col. Jenk and operating Co., Day and Zimmerman, an engineering firm from Phila., are very much disliked by the local people. The general criticism is that the Co. is inefficient and careless in their operation and that Col. Jenk does nothing to prevent this system from continuing.

The Public Health doctor told me he expects another explosion any time. He says the ventilating system is bad all the way through, that ordinary safety rules are not observed concerning carrying matches etc; men handling T.N.T. or tetryl do not wash their hands before eating and that 11 out of 17 men working with T.N.T. had dermatitis and that nothing was done about it. One of the ventilation pipes was found filled with T.N.T. showing that the system is not working properly.

Mr. Johnstone, Plant Supt. told me that the ventilating system was not working properly e went to Washington this afternoon!!

where the women were working with Smokeless powder but that steps were being taken to remedy the matter. He said some of the women have had headaches etc.

This Public Health Doctor said he had written a detailed account of the conditions to Washington but nothing definite or constructive is done despite investigations by the U.S. Public Health, Army and F.B.I.

The Co. has gotten the enmity of the Community so no cooperation is evident anywhere. Probably the local people are partly to blame but on the other hand the Co. does very little to alleviate that bitterness and hard feeling. As far as I was concerned, all was well in my contacts with the company but I feel rather concerned over the many complaints and think there must be some basis of fact in their accusations.

I do hope the War Dept. won't "clamp down" on our plant inspections.

Sincerely
Elsie Wolfe

Copy

Pettigrew Hotels
Burlington, Iowa

Hotel Burlington - Hotel Hawkeye - Hotel Union - Burlington, Iowa - Hotel St. Francis - St. Joseph, Mo.

Feb. 16, 1942

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Sincerely,

/s/ Elsie Wolfe.

P.S. Col. Jenks went to Washington this afternoon! !

Community

Mdo.

WOMEN'S BUREAU
FEB 5 1942
DEPARTMENT OF LABOR

Guest of
Hotel Jefferson
The Aristocrat of St. Louis

Feb. 3, 1942

My dear Miss Nienburg:

Miss Thurman and I are leaving for Chicago to-nite to join Miss Ziegler. We will have to finish writing up St. Louis there since we are leaving before the write-up is completed.

I am mailing the Crab Orchard report to day. It was delayed due to the report on available rooms in that area. I rec'd a letter from the Personnel mgr., Mr. T. E. Fancher, yesterday stating the great need for housing of supervisory workers who must be brought in. There is an abundance of factory labor but few skilled or supervisory people available within that section and there really is no place for them to live. Mr. Fancher stated that the housing situation at Ravenna had also become very acute and that the Atlas Powder Co. there were unable to draw certain types of operating personnel because of the lack of adequate housing. He suggests that we go to Ravenna – his letter is inclosed in the detailed reports for filing.

Miss Thurman and I have visited four plants in St. Louis and made all the Community contacts. Margaret Anderson will complete the ones not contacted.

The weather has been unusually nice here in St. Louis and all has gone well.

Sincerely
Elsie Wolfe

P.S. I decided to inclose the letter from Mr. Fancher.

February 2, 1942

Miss Elsie Wolfe
Jefferson Hotel
St. Louis, Missouri

My dear Miss Wolfe:

Miss Ziegler, Miss Cannon, Miss Anderson and I have had a number of conferences concerning the problems which you have met in the field. Because I was so tied up last week, I asked Miss Ziegler to telephone you when she reached Chicago to see what your status was and what the next step should be. Miss Ziegler will tell you we decided that conditions made it necessary for us to shift our plans. As you know, we originally planned to make the reports and count on the U.S.O. for action. As there seems so much uncertainty as to who is who and what is what, we believe that it is our job to do our own following through on the problems in each community. If a building is needed, our job is to find who has the wood and the carpenters to put up the building and will do it. If it is a question of supervising the activities, our job will be, Who is best equipped in that community to carry on for women.

As Miss Ziegler will tell you, the number of organizations in the field increases. Some day I hope there will be classification but at the present moment we will work with any and everybody and get into no complications with any one. This type of a program means going back over and over again.

I have asked Miss Ziegler to take over complete control of the work in the middle west and south. I think her judgement is excellent and that it is better for you to confer with her than to count on hearing from us through the mails. That means that you, Miss Thurman and Miss Ziegler will work directly together. It may mean retracing of steps for conferences but I can see no other way of bringing our efforts to successful fruition.

Miss Ziegler will probably tell you of our conference with the Housing Coordinator's representatives and with the Farm Security Board. I think we have made much headway although we have still to win out on the sanitary arrangements. We agreed that we would wait until we had seen Ravenna and Dublin in operation and had talked to a number of the girls. The requests for our reports have come from the Division of Defense Health and Welfare and also from the O.C.D. We are trying to develop some system of reporting that will give each organization necessary information without violating trust.

With best wishes,

Sincerely,

Bertha M. Nienburg, Assistant Director

Copy for [illegible]

6332

Community [illegible] Defense

Guest of
Hotel Jefferson
The ARISTOCRAT of ST. LOUIS

February 1, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Dept. of Labor
Washington, D.C.

WOMEN'S BUREAU
FEB 4 1942
DEPARTMENT OF LABOR

My dear Miss Anderson:

I encountered a situation ~~human interest story~~ here (in St. Louis) which I think ~~thought would~~ concerns the Women's Bureau since it so forcibly illustrates the lack of safety measures and training in some of our big munition plants.

(I heard of the accident through the Y.W.C.A. Industrial Sec'y and she made it possible for me to talk to the girl herself.) The following account of the accident was related by the victim to (Miss Thurman and me.)

This young woman, age 22 years, made application at the (U.S. Small Arms Plant, Govt. pays for operation, operated by Western Cartridge Co.,) and was offered a job as packer at 43¢ per hr. However, when she was called for work they ask if she would like a job on visual inspection of loaded primers at 51¢ per hr.

Return
to L. ~~Stitt~~
Rm 1313

WOMEN'S BUREAU
FEB 18 1942
DEPARTMENT OF LABOR

She was told that the work was hazardous, inasmuch as caps were loaded with powder, but she was willing to take a chance and was told to report for work Jan. 7th on the 4 P.M. to 12 o'clock midnite shift.

According to the young woman's story, she was not even questioned upon entering the plant, as to whether she had matches, and no inspection was made of her handbag or lunch which she carried in a bag. She reported to the foreman who measured her for powder shoes and gave her safety goggles. He told her where she was supposed to work but otherwise paid no attention to her.

She watched one of the inspectors for awhile and then at 8 o'clock they had their lunch period. After returning from lunch she went to work inspecting alone and unobserved. All went well until about 10 o'clock when the accident occurred. She doesn't know what happened after she turned over the small tray containing 1003 primers, to inspect them on the other side. As I understand the operation, they place a cover or lid on top of the tray, flip them over bottom side up in order to inspect the bottom. A magnifying glass is used in this visual inspection. Suddenly she found herself lying on the floor, some feet from her chair, her clothes and face covered with blood. No one reached her immediatly so she tried to stop the flow of blood from her left arm by holding her right hand over the gash. The goggles had evidently saved her from being blinded. I suppose it was only a minute or two before someone reached her and she was rushed to the hospital. There were about 15 or 16 girls working in the dept. at that time, but no one near by. Fortunately, her injuries did not prove fatal. She had a badly burned left hand and arm, smaller burns scattered over her face and body, also numerous cuts, some quite deep. These

Cuts were caused by the particles of broken glass from the Magnifying Glass and goggles. She wore a heavy woolen skirt which apparently protected her legs to a great extent, altho' her skirt was full of holes but not so badly riddled as her blouse. Her injuries are all healing nicely now and she expects to go back to her job as soon as she is able. According to her statement, if she were a boy, 22yrs old, she would be on the battle field and since she has no dependents she is willing to do her share by helping to make the Shells for the soldiers.

Her attitude toward the Company is quite unusual. In no way did she blame them. In fact she was much concerned for fear she had done something wrong, not realizing that if the accident was a result of some false move on her part, it was due to lack of training and proper instructions. She was also Concerned about the exaggerated stories that ha[illegible] gone around about her injuries and wanted no part in spreading such tales. She is an intelligent type of girl who previously worked in a wholesale dry-goods firm, living at home with her parents.

(I told Margaret Anderson the story and ask her to find out as much as possible about the accident when she contacted the firm. They) The company admitted that an accident had occurred - one of which they were not proud. They showed ~~Miss Anderson~~ us the goggles worn by the girl - broken and blood stained. Of course they did not know that we had seen the victim. Co. officials seemed to think perhaps she had struck the light which was on the table at that time. Overhead lights have now been installed. However, they did not mention the fact that the accident occurred the very first night the girl reported for work, nor did the Co. say that no inspection had been made for matches or metal.

The young woman told us she carried the hand bag with her to the place of work. She stated that she was wearing a wrist watch and a necklace, and of To course there were nails in her shoes.

This Small Arms Plant will be the largest in the country when it is completed. At least 10,000 women will be employed and probably many more than that number. I think Margaret Anderson is writing you regarding their training program etc.

I have felt much concerned over this accident and wondered if the Women's Bureau had any definite standards regarding Safety and Training for hazardous jobs, which we could give to the plants we contact. The jobs are simple and routine but I believe some training should be given involving the same motions without using powder for training purposes. The bag loading plants have given this type of training using corn instead of powder and repeating the same routine movements until manual dexterity had been achieved.

Surely these girls ought to know something of the type of powder in the shells they are handling and the results of certain definite actions on their part.

No doubt this Co. has improved its methods since that accident. They had hired only a few women prior to Jan. 7, 1942.

Another bad feature of the Small Arms plant is the rotation of shifts every 2 wks. We have heard complaints from many different sources - Y. W. C. A, the U.S.O, workers themselves, Social agencies, and the Union officials of the International Ladies Garment Workers. Mrs. Preisler, Ed. Director of the I. L. G. W. U, said she believed the rotation of shifts would cause more trouble than anything else. Not only will the worker's lives be disrupted, but the families with whom they live as well. She feels that workers who change shifts constantly will not be able to rent rooms in private homes because of the disruption to family life.

All of these people are asking us if the Women's Bureau can't do something about this menace to health and general well-being. Mrs. Preisler thinks that the employees have had no choice in regard to rotation of shifts and if a vote were taken, the workers would show their dislike of the system.

As far as recreation is concerned, the directors say it will be a hopeless task to interest workers in any constructive program under the present plan of rotating shifts every 2 wks.

This letter has grown to alarming proportions but I felt as though I must tell you.

Sincerely —
Elsie Wolfe

COPY

Guest of
HOTEL JEFFERSON
The Aristocrat of St. Louis

February 1, 1942

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U. S. Dept. of Labor

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Sincerely,

/s/ Elsie Wolfe

files

WOMEN'S BUREAU
JAN 28 1942
DEPT. OF LABOR

NEW HOTEL JEFFERSON
12TH BOULEVARD AT LOCUST STREET
The ARISTOCRAT of SAINT LOUIS
800 ROOMS

Monday Nite

My dear Miss Nienburg:

I am holding the Crab Orchard (Lake) report for some recent information from the Room Registration Office. A new report is made up on the 20th of each month so I thot it would be worth waiting for a more recent count on available rooms etc. I thot the report would reach me today but it has not come.

Marion Illinois

The lack of recreational facilities is a serious problem in the Crab Orchard area and much needs to be done. However, it is not a need that has arisen because of the influx of new workers but rather a need of long standing. Naturally, the in-migrants have increased the need for facilities.

Both the plant and community people were eager to have us come back later when they were operating. The same question as to our return has been ask in all the areas visited. I believe if it were possible for the same person to return it would be better for all concerned. Someone else would just be an additional Gov't person running around. We would already know the situation as it existed prior to the second visit etc. I think Miss Ziegler feels that would be best, as perhaps she has told you.

Miss Thurman and I have been making Community contacts to day.

NEW HOTEL JEFFERSON
12TH BOULEVARD AT LOCUST STREET
The ARISTOCRAT of SAINT LOUIS
800 ROOMS

We saw several women at the Y.W.C.A. who were helpful. Miss Dickey, Sec'y, ask if it would not be possible for the Women's Bureau to "do something" about the rotation of shifts for women. She feels this weekly change is very detrimental to the girls health, and as far as a recreational program is concerned, it is practically impossible to carry on a constructive program. The Industrial Sec'y also spoke of the bad effect this constant rotation had on the girls. I think the system is wrong and see no reason why it is necessary to change every week. Sherwin-Williams at Crab Orchard say they expect to hire people for a definite shift if possible and not rotate at all. A change once per month would help, according to Y.W.C.A. that is it would be decidedly better than every week.

NEW HOTEL JEFFERSON
12TH BOULEVARD AT LOCUST STREET
The ARISTOCRAT of SAINT LOUIS
800 ROOMS

The U.S.O. is planning to open a Center near the two big plants - U.S. Cartridge and Curtis Wright Airplane. However, there is some conflict between Y.W.C.A. and N.C.C.A., according to Miss Dickey. She thinks they should have a joint center and N.C.C.A. wants a separate unit.

Miss Helen Wood, U.S.O. representative, formerly with the Wage Hr., is here. She has a temporary office at the Y.W.C.A. I expect to see her tomorrow.

There are 12 plants here making either planes, ammunition or component parts so we shall probably be busy here all week. Is Burlington our next stop?

The weather has been delightful. People were playing tennis yesterday out in Forest Park.

I hope the Conference last week was a success.

Sincerely
Elsie Wolfe

AIR-CONDITIONED GUEST ROOMS

1

files

Community Needs

NEW HOTEL JEFFERSON
12TH BOULEVARD AT LOCUST STREET
The ARISTOCRAT of SAINT LOUIS
800 ROOMS

Thursday

My dear Miss Nienburg:

Miss Thurman and I returned to St. Louis last night about 11:15 P.M. via Greyhound Bus. We visited the Illinois Ordnance (Crab Orchard) on Tuesday and found both the Army and Operating Co, Sherwin-Williams, very cooperative and helpful. They expect to employ between 10,000 and 12,000 people of which approx. 40% will be women. The first operations will begin about May 15th – an assembly line for fuses, primers & boosters with 80% women on those lines. Maximum production will not be reached until early fall.

The hiring of all local people has become a "fighting" issue, in fact the local citizens are determined to keep out all workers beyond a 25 mile radius, not only on operations but construction as well, at least no more construction workers are to be hired who do not live within the 25 mile limit. The mayors and organized groups, including some of the Labor Union officials, have brought pressure

AMERICAN HOTEL ASSOCIATION AHA

to bear upon the State Employment Office (now U.S. Empl.) so that a letter was issued Jan. 20th by the Regional U.S. Employment Office stating that no applicant outside of this 25 mile radius would be certified for employment after that date, and that the Army officials, Construction Co. and Operating Co. (Sherwin-Williams) were being notified to that effect.

A meeting of the Executive members of the Defense Council for the Crab Orchard Area, composed principally of local mayors, presented this letter on the night of Jan. 20th. A committee from this group had checked the list of employees on construction and found 200 jobs filled by outsiders – jobs which could be filled by local workers, according to their statement. One guard was from St. Louis, another worker from California etc. There are about 8700 construction workers at present so the 200 seemed like a small matter. However, the Council insisted that there are many more who registered as local residents ~~but~~ who were not residents for more than a few months. Anyway, the citizens are ready to shoot any outsider who comes in and gets a job.

NEW HOTEL JEFFERSON
12TH BOULEVARD AT LOCUST STREET
The ARISTOCRAT of SAINT LOUIS
800 ROOMS

Southern Illinois has gone through a long period of unemployment with Federal Relief and W.P.A. the chief source of income × employment, therefore, they see this Ordnance Plant as a means of salvation and no outsider is going to take a job if they can prevent it by fair means or foul.

The coal mines are working full time now but machinery has replaced men in many instances so that the men needed to mine coal has decreased considerably. Of the total population of 200,000 in the area only 32% are employed, and of this 32% only 3.6% are women workers. An unusually large number of workers under 25 years are available for employment so it does not seem likely that a shortage of labor will occur at the Ordnance plant. I have never encountered such a bitter feeling among workers. They are like dogs fighting over a bone that was suddenly tossed in their midst after a period of starvation. I'm sorry the plant can't provide more jobs.

The complete report will follow in a few days.

It is nice to be with Margaret Kay again.

Sincerely
Elsie Wolfe

AMERICAN HOTEL ASSOCIATION AHA
AIR CONDITIONED GUEST ROOMS

Defense
Community

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg

BUREAU Women's Bureau

CHG. APPROPRIATION Salaries and Expenses,
Women's Bureau, 1942
January 19, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS ELSIE WOLFE
JEFFERSON HOTEL
ST. LOUIS, MISSOURI

ANDERSON ARRIVING ST. LOUIS TUESDAY OR WEDNESDAM. AS SHE MADE ALL CONTACTS THAT WILL LEAD TO OPENING OF WAR FACTORIES MUST WAIT UNTIL HER ARRIVAL FOR ANY WORK IN ST. LOUIS AREA. MIGHT MAKE CRAB ORCHARD VISIT IN INTERIM. WE DO NOT COVER WELDON SPRINGS.

BERTHA M. NIENBURG

1:57 PM

File
Defense
[illegible] munit.

CONGRESS HOTEL
CHICAGO, ILLINOIS

Jan. 13, 1942

My dear Miss Nienburg:

Your letter, concerning the St. Louis Ordnance plants, was received to-day. I was surprised to hear of so many new plants.

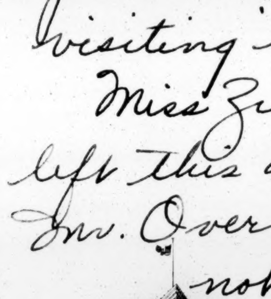
As soon as I finish writing the report on Burns City I shall be ready to leave Chicago — probably to-morrow night. I thot I could stop at Crab Orchard, Ill. on my way to St. Louis but I contacted Mr. Overman of the State Employment Service, who just returned from Crab Orchard and he does not advise an immediate visit. The plant is just in the early stages of ~~production~~ construction and evidently he had great difficulty

getting information. According to Mr. Overman, the plant will not be ready to operate for five or six months at the earliest. The max. number to be employed is a variable figure ranging from 3000 to 8000. He estimated 5000 as more nearly correct. Women will be employed but no ratio of men and women was available. However, he seemed to think the majority of production workers would be women. There are three loading lines each 1½ miles long. They will load shells and bombs.

Apparently there is great opposition, in the Crab Orchard area, to hiring any out of state people. In fact the local people are trying to keep out any workers who do not live in that area. Mr. Overman said he believed there would be enough

local labor, particularly if women were employed to any great extent. He did not know much about the plants around St. Louis except that a great deal of activity was going on in Missouri and that the State Employment Agency in St. Louis would be able to give information on those plants as to which ones were completed etc. I believe it is much better to wait until a plant is ready for production or nearly so, before visiting it.

Miss Ziegler and Sarah Thurman left this afternoon just before Mr. Overman called so they are not certain where I shall be going but I will write so that Miss Thurman can join me when Miss Ziegler goes back to Washington.

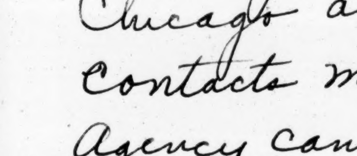


Since Rock Island and

CONGRESS HOTEL
CHICAGO, ILLINOIS

Savannah are in relatively the same area as Burlington, they should be contacted while in that area. If I tried to finish that section before going to St. Louis I doubt if I would be of any help to Margaret Kay so I believe it will be best for me to go directly to St. Louis from Chicago and get the preliminary contacts made. I believe the Employment agency can supply the list of plants unless one can be sent me from Washington. I shall be at the Jefferson Hotel, St. Louis.

Mr. Fields, Regional W.P.A. director or asst., called me this afternoon saying that the Kingsbury recreational project would be put through O.K.



Miss Ziegler will tell you about the feeling and tie-up between the Farm Security & W.P.A. on one side and Fed. Security and U.S.O. on the other. However, the Fed. Security Regional Recreational Director was meeting with W.P.A. Recreational leaders in Indianapolis to-day. Hope all was well.

Elsie Wolfe

Defense
[illegible]

January 12, 1942

Miss Elsie I. Wolfe
Congress Hotel
Chicago, Illinois

My dear Miss Wolfe:

Misery loves company. I thought our sub-zero weather in Toronto was a Canadian special but I judge from your letter Indiana can be just as low down in temperature.

We had a very happy time there, nevertheless, for women are regarded as of the same abilities as men and capable of learning and doing what has to be done. They are setting up their own machines and setting up those of others. They expect them to be lead men or foremen, to work in the tool room, and to do any work that needs to be done. Any foreman who does not like to work with women is just out.

Margaret Kay Anderson is stopping off to visit two airplane plants in Buffalo. From there she will go to St. Louis. I do not expect her to arrive there before Monday, January 19. Of course, she will continue with the aircraft plants but I have told her that your schedule might be such that you would join her. As there are seven ordnance plants in addition to the two aircraft plants, this would seem advisable. In fact, you may believe it advisable to do this before going up to Burlington where I understand the weather is decidedly coolish. However, make arrangements with Miss Ziegler who, as you know, will be in the office on the 20th and 21st, possibly the 22nd. Anyway Miss Anderson has the list and she understands that you are to contact her at the Jefferson Hotel when you arrive in St. Louis. If you do not arrive, she will complete the assignment.

I am very pleased at the way you are carrying through in Indiana. Of course, things do not happen over night but, apparently, one can get things done in a local field whereas it is more difficult to handle them through Washington.

Miss Cannon is back to-day and is starting to read the reports. I am counting on her to follow through on the Maryland and on the Traveler's Aid reference in Indiana. As I am tied up for a few days, I will not be able to call Major Walker but will do so before the week is out. Keep me in touch so that I can know the latest developments when talking to him.

It is comforting to know that you have a fur coat.

Sincerely,

Bertha M. Nienburg,
Assistant Director

The Greystone
FIREPROOF
Bedford, Indiana
ALBERT M. WILSON, PRES.-MGR.

Thursday Nite
10:30 P.M.

My dear Miss Anderson:

Please pardon the informality of this letter - the mail goes out in ten minutes.

The conferences in Indianapolis with W.P.A. officials and later with Farm Security were, on the whole, very encouraging.

W.P.A. can erect a portable Library Bldg. adjacent to the dormitories without further delay. The Recreation Bldg. will take some little time to find available building materials but they are interested and will make an effort to carry it thru' as soon as possible.

The Greystone
FIREPROOF
Bedford, Indiana
ALBERT M. WILSON, PRES.-MGR.

Dr. Kramer of Farm Security says he feels that they have a definite responsibility in regard to the dormitories even tho' they were not responsible for the plan. They want to cooperate in every way and he suggested a joint conference with W.P.A. and wanted me to be present (Saturday morning). They will try to have Mr. Perkins, the F.S.A. man at Walkerton and Knox in for the meeting.

Farm Sec. people tho't the W.B. should be represented at the Conference in Chicago on Monday & Tuesday and that the matter under discussion (dormitories & lack of facilities etc.) be brought up at the meeting. In view of the recent developments, I called Miss Ziegler to-night and she thót if I finished Burns City and would be going thru' Chicago anyway, enroute Burlington, it would be well for me to go with her to the meetings since I would have definite information concerning the State W.P.A. and F.S.A.

From all reports, the East Coast Naval Ordnance at Burns City does not employ women but I am going out to-morrow and see for myself.

The Greystone
FIREPROOF
Bedford, Indiana
ALBERT M. WILSON, PRES.-MGR.

The Farm Sec. Rep. at Burns City is going back to Indianapolis tomorrow night and has offered to take me along. If there is additional work to be done at Burns City I shall return and not go to Chicago until some time next week.

I believe the Women's Bureau has really started the ball rolling in regard to reforming the women's dormitories and that something of value will come out of our reports and recommendations. I sincerely hope that is true.

Elsie Wolfe

Warren Hotel - Indianapolis

Community Needs

files

HOTEL WARREN

GLENN F. WARREN, PRESIDENT

HOTEL WARREN

250 ROOMS – TUB AND SHOWER
PHONE RILEY 4562
121 SOUTH ILLINOIS ST.
INDIANAPOLIS, IND.

WOMEN'S [illegible]
DEPART[illegible]

ALSO, OPERATING
HOTEL HARRISON
200 ROOMS – TUB AND SHOWER – RADIO
CAPITOL AVE. AT MARKET ST.

Sunday P.M.
Jan. 11

My dear Miss Nienburg:

I mailed the report of yesterday's joint conference with State W.P.A. officials and Farm Security to Miss Anderson last night so I shall not repeat the contents. I am sure you will be pleased with the result.

Both W.P.A. and F.S.A. have been very cooperative. Indianapolis is a Regional Office for F.S.A. so the contact made here will help in the five states represented – Ohio, Ind; Ill; Iowa and Wisconsin or Minn. I am not certain which of the latter two is correct.

I believe Miss Mildred Schmidt, State Director of W.P.A. Community Activities, might be a useful contact person for the Women's Bureau. She is a very fine woman and an efficient one apparently as she had only one day in which to collect necessary information to give definite plans for construction of the recreation bldg. as she did at Sat. Conference.

HOTEL WARREN

GLENN F. WARREN, PRESIDENT

HOTEL WARREN

250 ROOMS – TUB AND SHOWER

PHONE RILEY 4562

121 SOUTH ILLINOIS ST.

INDIANAPOLIS, IND.

ALSO, OPERATING
HOTEL HARRISON
200 ROOMS – TUB AND SHOWER – RADIO
CAPITOL AVE. AT MARKET ST.

Mr. Howard Wolaver, Chief of Defense Housing F.S.A. was much interested in our criticisms and recommendations. He wondered if he might have a copy of those sent to Major Walker. If so, will you please send him one – address 342 Mass Ave, Indianapolis. Miss Schmidt would also be interested in a copy.

After visiting Burns City which will not be ready to hire women before May or June I decided it would be better to leave Crab Orchard until later and proceed to Burlington, Rock Island or Savannah. I will write the report on Burns City while I am in Chicago – my train leaves in 30 mins. Hope your trip to Canada was a successful one

Sincerely
Elsie Wolfe

files Community Needs 3.

HOTEL WARREN

GLENN F. WARREN, PRESIDENT

HOTEL WARREN

250 ROOMS – TUB AND SHOWER

PHONE RILEY 4562

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INDIANAPOLIS, IND.

ALSO, OPERATING
HOTEL HARRISON
200 ROOMS – TUB AND SHOWER – RADIO
CAPITOL AVE. AT MARKET ST.

Jan. 10, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Dept. of Labor
Washington, D.C.

WOMEN'S BUREAU [illegible] DEPT. OF LABOR

My dear Miss Anderson:

The joint conference this morning of W.P.A., Farm Security and myself brought forth a concerted effort that produced the following results:

W.P.A. (Miss Mildred Schmidt, State Director of Community Services)

Library, 24 ft by any multiple of 6, can be erected without delay. An additional room will be added for reading, writing and lounging. Miss Schmidt said she could get donations of used furniture which can be repaired if need be for this room. She thôt draperies would also be donated.

Recreation Bldg; 48 by 192 ft, built of prefabricated material. This will be a so-called "Knock-Down" building and material will be rented from the Construction Division of W.P.A. New roofing and

"Indianapolis Newest Hotels"

Recreation Bldg. (cont)

and wiring will be necessary but this can be obtained from either Farm Security or W.P.A. Equipment & staff for both Library and Recreational bldg. will be supplied by W.P.A.

A combined committee of W.P.A. and Farm Security will go to Walkerton and Knox next week to select the site for the buildings.

A change in location of the men's and women's dormitories has been ordered from Washington - a order just received this week, whereby the woman will be moved to Knox and the men to Walkerton. The reason for this change is due to the fact that 16 additional dormitory units, housing 1000 men, has been ordered put up and sufficient land was not available at Knox, therefore the women are to be transferred to Knox. The facilities for recreation and meals are supposed to be as good, if not better, at Knox than at Walkerton. There are two movies at Knox, a larger shopping center and restaurants somewhat better, according to several people

GLENN F. WARREN, PRESIDENT

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CAPITOL AVE. AT MARKET ST.

Anyway, Farm Security State Office, had no choice. Bus transportation to plant is equally as good, and distance is only 2 miles greater from Knox to plant so I don't suppose the change will greatly affect the women.

The local Farm Security Officials have worked hard to bring about some changes in the women's dormitories and have succeeded in getting the following facilities:

(1) One room in each dormitory unit will, if it has not already been done, be fitted up as a laundry. There will be several tubs with drains and additional basins that can be used for washing stockings etc. Shelves are built around the room. As yet no irons have been provided but ironing boards, and several irons will be provided if girls do not have own irons. An electric washing machine could be installed if women want it & pay so much per hr.

(2). One room in each unit will have an electric plate and limited cooking utensils so that food, for girls who are not well enough to go out, may be prepared. Probably could be used to make candy and pop corn.

HOTEL WARREN

ALSO, OPERATING
HOTEL HARRISON
200 ROOMS – TUB AND SHOWER – RADIO
CAPITOL AVE. AT MARKET ST.

(3) Drinking fountains have been provided in lobby and hall.

(4) Venetian Blinds to replace shades as originally planned.

Possibility – (1) "a cafeteria or restaurant operated on a cooperative basis. This could be in an adjoining building erected by F.S.A. (not equipped) or in dormitory. This plan is not definite and may not materialize but it is being considered.

(2) Renting some of trailer units or family houses to 3 or 4 single women. Mr. Lightfoot definitely feels that these facilities should be made available to women to want to keep house in preference to living in a dormitory. He thinks the change in regulations will come relatively soon.

U.S.O. A Miss Lenglin, N.C.C.S. has come into Walkerton but has not established a center so she probably will move to Knox. W.P.A. and U.S.O. can work in the same town but not in same building. According to Mr. Perkins, F.S.A. man at Walkerton and Knox, the request for a U.S.O. building was turned down.

The changes made in dormitory facilities were made by local F.S.A. office without order from Washington, therefore Mr. Wolaver Chief of F.S.A. Housing, requested that no mention be made of this.

HOTEL WARREN

in a report to Washington, therefore please do not make those facts, known as yet, concerning laundry and cooking public. Later, after they have been tried out, they will get Washington's approval but at present thot it would avoid a lot of red tape and delay.

According to Mr. Wolaver, Palmer's office determines the need, the amount or number of dormitories and houses, and also the type of building.

I am wondering if plant mgrs at Kingsbury have changed their plans regarding employment of women or why so many additional men's dormitories are ordered. Some additional trailers and houses are also to be erected. As yet, few single women have been certified for the dormitories which will be ready for occupancy in about 10 das. However, if recreational & other facilities are provided I believe they will be filled relatively soon, ie, as soon as loadinglines are ready.

Sincerely
Elsie Wolfe

P.S. Please give this report to Miss Nienburg.

HOTEL WARREN

GLENN F. WARREN, PRESIDENT
HOTEL
WARREN
250 ROOMS – TUB AND SHOWER
PHONE RILEY 4562
121 SOUTH ILLINOIS ST.
INDIANAPOLIS, IND.

ALSO, OPERATING
HOTEL HARRISON

East Coast Ordnance Plant
Burns City, Ind.

Visited 1/9/42. Will employ some women later but not before May or June. Report will be mailed within a few days. I believe it is too early to do much in regard to Community Survey.

Crab Orchard Lake Ordnance, Marion, Ill. is really just getting started so I think it will be better to visit it later.

E. Wolfe

"Indianapolis Newest Hotels"

File

OMEN'S BU

NEW HOTEL JEFFERSON
12TH BOULEVARD AT LOCUST STREET
The ARISTOCRAT of SAINT LOUIS
800 ROOMS

Friday nite

My dear Miss Nienburg:

I made several contacts to day before receiving your wire but I'm quite certain Miss Ericsson had not seen Mr. Dally at the Employment Service. At least he did not mention it and he was very willing to give any information they had. I will inclose the list as he gave it to me. All of the plants in St. Louis are Small Arms or Aircraft and none of the Ordnance plants outside the city are completed as yet.

Weldon Springs Ordnance is 37 miles from St. Louis but they make only T.N.T. and D.N.T. with only office women employed. Do you want me to visit it? The operating Co. is Atlas Powder.

Then I also wanted to inquire about Crab

Orchard Ordnance. After writing you about the report brought back to Chicago from the Employment Office investigator, I rec'd a letter from Miss Ziegler with the copy of the letter Miss Anderson rec'd from the Commanding Officer at Crab Orchard. Since he replied, do you think I should visit the Ord. now even tho' it is far from being completed? I could go by bus from St. Louis – about a 3 hr. ride I believe. Please let me know what you think is best to do in regard to both Crab Orchard and Weldon Springs.

This afternoon I also visited the Ordnance office befor receiving your wire but ~~Majr~~ Major Hardy was out of town and his Sec'y told me Miss Ericcson & Miss Anderson had been there so I explained how the mistake was made and no harm was done I'm sure. She seemed very pleasant and understood the situation.

Elsie Wolfe.

January 7, 1942

Miss Elsie Wolfe
Care of Miss Martha Ziegler
5325 Addison Street
Chicago, Illinois

My dear Miss Wolfe:

At Miss Stitt's request, and approved by Miss Nienburg, will you please add on page 5 to the firm schedule used in the Community study this question? f. When hours exceed State legal limit, are permits from State Labor Commissioner on file?

Sincerely yours,

Isadore Spring,
Chief Statistician.

IS:
[illegible]

Community Needs

HOTEL WARREN

GLENN F. WARREN, PRESIDENT

HOTEL WARREN

250 ROOMS – TUB AND SHOWER
PHONE RILEY 4562
121 SOUTH ILLINOIS ST.
INDIANAPOLIS, IND.

ALSO, OPERATING
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200 ROOMS – TUB AND SHOWER – RADIO
CAPITOL AVE. AT MARKET ST.

Tues. 4:30 P.M.
Jan 6, 1942

My dear Miss Nienburg:

I have just a few minutes before getting the bus to Bedford, Ind., the nearest point to East Coast Ordnance but I wanted to tell you something about my interviews here and in Chicago.

Mr. Connor, Regional Director of Recreation in Chicago said work must be done' thru' state officials but gave some helpful suggestions.

I saw Miss Schmidt this morning. She is State Dir. of Community Activities and also Mr. Crabtree who has to do with Recreation. The one definite plan that can be put through without delay is a Portable Library Bldg. which will be put up next

to dormitories providing it is Gov't owned land and I'm sure there is sufficient land. The Recreational Bldg. plans will take some little time as available material etc. must be found. However, they are going to work on the problem.

Then, I saw several of the head men at Farm Security this P. M. and they too are much interested and want to help. Dr. Kramer of F.S.A. is going to arrange a joint conference with W.P.A. (Miss Schmidt & others) on Sat. morning and wants me to come too. Their representative at Burns City is to bring me in Sat.

From all reports at F.S.A. no women are employed at Burns City but I shall go and see for myself – if I don't freeze along the wayside. It is cold.

Sincerely
Elsie Wolfe

E. Wolfe
1/3/42

1+5
lt wt bond
double sp.

Interview with Mr. Ott Romney and Mr. Rohrbaugh.

Mr. Ott Romney - W.P.A. Director of Recreational Projects
Office at 19th & E. Sts; Auditorium
Bldg - room 20A
Mr. Lewis Rohrbaugh - Farm Security Field Rep.
Tel. Agri. Dept. Branch 4876

Mr. Romney stated that since the suspension of W.P.A. services in all except War Industries, additional recreational facilities were available for use in Defense areas and a more adequate field staff is now possible.

W.P.A. can rehabilitate old structures but new ones can not be erected. Therefore, it is possible for W.P.A. to build a recreational center at Walkerton, Ind. or in any other defense area, providing it is a reassembled structure.

Since the Recreation Bldg. must be erected under supervision of State W.P.A. officials, Mr. Romney suggested that I contact them personally upon my return to Indiana. This method would expedite the construction of such a building.

A letter from Mr. Romney's office was to be sent

Interview with Mr. Romney

Saturday to Mr. Connor, Regional Public Activity Director, Chicago stating that I would call on him Wednesday in regard to this matter.

Under this new program recreational services of W.P.A. are to be expanded in Defense areas and supervision of the Recreation Center will be under their leadership rather than U.S.O. Mr. Romney said they tried not to duplicate services so for that reason it was decided that if W.P.A. constructed the building it was better for them to staff it.

Both Mr. Romney and Mr. Rohrbaugh thought it would be very helpful if all the Bureaus interested in housing & recreation in these Defense areas — Women's Bureau, Farm Security, Federal Security & W.P.A. would have a joint conference and jointly bring pressure to bear upon authorities having the funds to rectify some of the mistakes made in Defense Housing etc. The more pressure brought, the greater the results or something to that effect.

Mr. Rohrbaugh said Miss Radin, of Fed. Security, is conducting a survey of all defense areas in regard to women but probably it is chiefly along recreational lines. He tho't she would be interested in the Women's Bureau reports on areas visited. He also mentioned Mrs. Kern.

Interview with Mr. Romney & Mr. Rohrbaugh

Mr. Rohrbaugh also stated that it would be very helpful if Women's Bureau Community reports be sent to Major Walker of Farm Security. He does not get out on the field so is not very familiar with local conditions and perhaps our reports would give him a clearer picture of the situation. At least it would be a report with a different point of view. He said information on firm schedule would be of little or no value to them.

Names of people to be contacted in Chicago & Indiana

(1) Mr. Edward Connor, Regional Public Activity Director
22nd floor of Mercantile Mart, Chicago

(2) Miss ~~Dorothy~~ Mildred Schmidt, State W.P.A. Director for Community Services
Indianapolis

(3) Mr. Howard Wolaver, Chief of Defense Housing (F.H.A)
Mass. Ave; (Farm Security)
Indianapolis

(4) Mr. J. F. Perkins – Farm Security Director of Dormitories
at Walkerton & Knox.

P.S. Mr. Romney tho't W.P.A. could help establish & staff a Nursery School or some Child Care Project.

Mrs. Kern.

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Women's Bureau
U.S. Department of Labor
BUREAU

CHG. APPROPRIATION 1620600 Salaries & Expenses,
Women's Bureau, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS ELSIE WOLFE
HOTEL JEFFERSON
ST. LOUIS, MISSOURI

AWAIT ARRIVAL OF ANDERSON AS SHE AND ERICKSON MADE CONTACTS WHILE IN ST. LOUIS A MONTH AGO ANDERSON HAS LIST.

BERTHA M. NIENBURG

The RUMELY
F. L. WOLF, Manager
La Porte • Indiana
THE MAPLE CITY

File Commun. Defense —

Dec. 20, 1941

My dear Miss Nienburg:

I am planning to leave Kingsbury on Dec. 23rd on the B. & O. train leaving at 5:26 P. M.

The B. & O. does not go through La Porte but trains do stop, if flagged, at Kingsbury. This will save at least 4 hrs. time as I would have had to leave La Porte at 12:30 in order to reach Chicago in time for the Capitol Limited. I believe this train gets into Washington about 8:40 A. M. so I will come to the office for part of the day at least.

Sincerely
Elsie Wolfe

QUIET COMFORT AND GOOD FOOD

File

11/19/41 Min N file 8
Elsie Wolfe
Dublin, Va.

Description of product made and occupations in the Bag Sewing Dept of the Loading Plant.

There are four operations involved in the making of bags for powder charges, namely:
(1.) Dyeing of cloth
(2) Cutting
(3.) Printing of cloth
(4.) Sewing pieces to-gether to form bags.

At present a fine quality of cotton material is used in making powder bags. Formerly, silk was the only material used because it burned completely, leaving no residue in the gun after the powder was discharged. Since the silk supply was limited, experiments were made with cotton cloth and the result found satisfactory. However, silk is still used for the black powder ignition cap on the bottom of the complete charge, which is a series of zones or bags tied together.

There are 7 zones or separate powder bags in the 105 How. M_2. The difference in size of zone is in the width of the body piece,

Bag Sewing, Dublin Plant

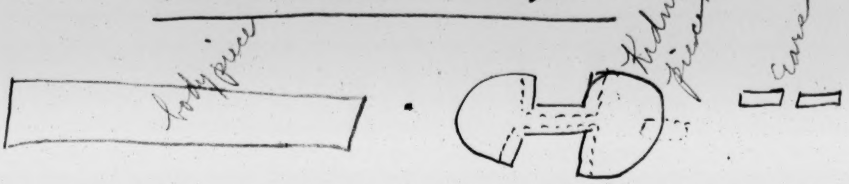
a strip of material, varying in width from approx. 1 inch to 3 inches. This strip is sewed around the kidney pieces in Zone 1 to form the bags. Small strips of material, called ears, are stitched in side of the bag on zone 1. These ears are slipped over two hooks in the bottom of the shell. The hole in the center of the bag fits over the primer in the shell. The zones, or bags, are fitted, one on top of other, in numerical order in the large brass shell after the bags have been loaded. A 2½ inch opening in seam is left in each bag for powder filling.

The 155 How. M_2 bags are larger in diameter and are not put in brass shells but are tied together to make a complete charge. There are 3 zones or bags in this charge with a black powder ignitor pad on the bottom of Zone 5 (bottom bag). This pad for black powder is made of silk altho' Mr. Duggan said he thôt the cotton material would be satisfactory.

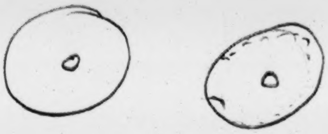
(See drawings of zones made by Mr. Duggan on page 10.)

105 How. M2

Zone 1


body piece
kidney piece
core

zone 2



2½ inch opening left in each bag for powder filling

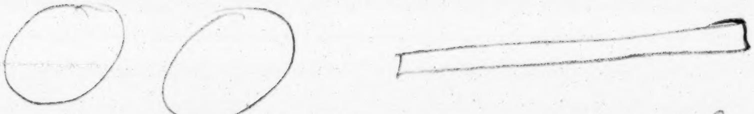
zone 3

2 flat circles

zone 4

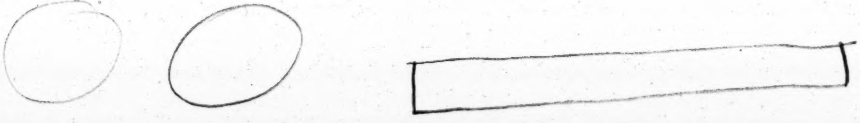
2 flat circles

zone 5

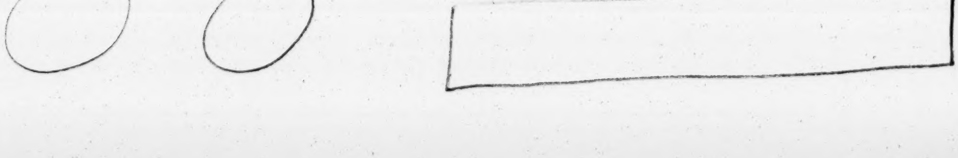


2 circles + body

zone 6



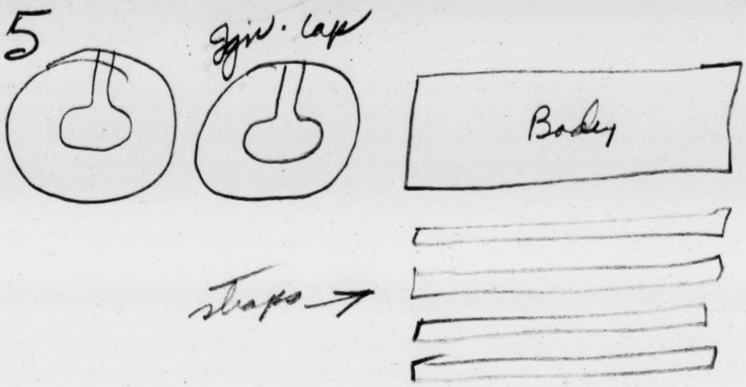
zone 7



Bag Sewing Plant, Dublin, Va. Drawings were made by Mr. Duggan, Foreman of Plant, while talking to me. E.W.

155 Hour M_2 ✓

zone 5


ging. cap
Body
straps →

---

zone 6

---

zone 7

2 circles

Bag Sewing Plant, Dublin

Operation 1 – Dyeing of cloth:

This work is all done by men. The bolts of cloth weigh 400 lbs. so work is too hard for women.

Operation 2 – Cutting:

One hundred to three hundred layers of cloth are spread by machine and cut into circles, body pieces etc. About 6 men and 1 woman work in this dept. (1 shift.) The woman marks the pattern on cloth.

Operation 3 – Printing of Cloth:

Each individual piece of the bag must have powder lot and other necessary information printed on it, so it requires 10 or 12 people to complete this operation (1 shift) There were 5 women press feeders and 4 men. These are hand-feed presses. The men operate the heavier ones and receive a higher rate of pay because they are experienced press men, according to foreman. Then, too, they can be used wherever needed.

Bag Sewing Plant, Dublin

Operation 3 – Printing of Cloth (cont.)

The women on these presses receive the same rate of pay as the sewing machine operators. (Learner's rate 40¢) It takes about 1 wk. or 10 das. to train a girl, according to foremen.

One man was operating a punch press machine – dieing out the kidney pieces of the bags.

2 girls were separating these pieces for the press feeders.

Operation 4 – Sewing pieces, bags to-gether.

There were 113 machine operators sewing different parts of bags together – body strips around circles or kidney pieces, making the narrow straps for ears etc.

The other girls are called Clippers and pick-up girls. They carry supplies to the machine operators, clip threads and take away finished bags. These girls are usually new girls on the min. rate or girls who have tried

Bag Sewing Plant, Dublin, Va.

Operation 4 – Sewing (cont.)

operating machines and were not successful. Mr. Duggan said it was necessary to have some Clippers and pick-ups so they kept the girls who didn't like machine work if they wanted to stay.

Inspectors – 10 women (approx.)
Forelady – 1 "
Foreman
Plant Supt.

Bags are put in bundles of 25 and packed in boxes to be sent to the Loading Plant near by where only men work.

YWCA

June 2, 1942

Mrs. Nora Piare
U. S. O Office
600 Lexington Avenue
New York, New York

My dear Mrs. Piare:

I am enclosing summaries of the community surveys made by the Women's Bureau agents of the Minden, Louisiana; Texarkana, Texas, and Jacksonville, Arkansas, defense areas; also reports on the return visits to Burlington, Iowa, and Kingsbury, Indiana. As you already know, these reports are for the use of your office, and I am sure I need not ask you again not to give them publicity.

Sincerely yours,

Mary Anderson, Director

Enclosures
MC:ml

YWCA

June 2, 1942

Mrs. Nora Piare
U. S. O Office
600 Lexington Avenue
New York, New York

My dear Mrs. Piare:

I am enclosing summaries of the community surveys made by the Women's Bureau agents of the Minden, Louisiana; Texarkana, Texas, and Jacksonville, Arkansas, defense areas; also reports on the return visits to Burlington, Iowa, and Kingsbury, Indiana. As you already know, these reports are for the use of your office, and I am sure I need not ask you again not to give them publicity.

Sincerely yours,

Mary Anderson, Director

Enclosures
MC:ml

Defense
Community
Needs

May 18, 1942

To: Miss Mary Cannon
From: Bertha M. Nienburg

I think I told you that any of our community surveys were to go to Mrs. Piore rather than to Miss Crawley as Mrs. Piore is in charge of routing material from the reports to the proper person.

After you have read the attached letter, will you send it on to Miss Turner so that she will have Mrs. Piore's name on our mailing list for specific data.

BMN:LW

The National Board
Young Women's Christian Associations
of the United States of America

600 Lexington Avenue, New York, N. Y. Telephone: PLaza 3-4700 Cable Address: Emissarius, New York

files

WOMEN'S BUREAU
MAY 15 1942
DEPARTMENT OF LABOR

May 14, 1942

Miss Mary Anderson
Director, Women's Bureau
U.S. Department of Labor
Washington, D.C.

Dear Miss Anderson:

We have received the summaries of Community Surveys made in the Macon, Georgia and Ravenna, Ohio defense areas.

We are very grateful to you for making this material available to us and I can assure you that no publicity will be given to any of this confidential material.

Sincerely yours,

Nora Piore
Nora Piore jw
for Genevieve Lowry
USO Division

NP:L:jw

Mrs. Henry A. Ingraham
President
Miss Emma P. Hirth
General Secretary

228

May 7, 1942

Miss Genevieve Lowry
U. S. O. Office
600 Lexington Avenue
New York, N. Y.

My dear Miss Lowry:

I am enclosing summaries of the community surveys made by the Women's Bureau agents in Macon, Georgia, and Ravenna, Ohio, defense areas. We have been requested not to give location of defense plants, so I ask your cooperation again in not giving any publicity to these reports.

Sincerely yours,

Mary Anderson, Director.

Enclosures
MA:MC:MNG

April 28, 1942

Miss Genevieve Lowry
U. S. O. Office
600 Lexington Avenue
New York, N. Y.

My dear Miss Lowry:

I am enclosing summaries of the community surveys made by the Women's Bureau agents in Milan and Nashville, Tennessee, Huntsville, Alabama; and Flora, Mississippi, Defense areas. We have been requested not to give location of defense plants - so I ask your cooperation again in not giving any publicity to these reports.

Sincerely yours,

Mary Anderson, Director.

Enclosure
MC:MHB

File

April 28, 1942

Miss Frances Davis, Regional Supervisor
The National Board of the
Young Women's Christian Associations
600 Lexington Avenue
New York, New York

My dear Miss Davis:

Thank you for your letter concerning the use of the Newton Falls Club House. I do not wish you to think that the community made any complaint to us concerning such use. The question put to Mrs. Piore was one concerning only the U.S.O. policy. Our office had understood that a part of the responsibility of the club leaders was to integrate the newcomers into the community life and that the Club House could serve as an effective means of bringing this about. In the discussion of this matter our report was that Miss Lois Fair and Miss Berthe Daniel placed a strict interpretation on the instructions of the Federal Security Agency which would limit the services to which the house could lend itself. Mrs. Piore and your letter have cleared up this matter for us.

Thanking you very much.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Mrs. Robert E. Speer
Honorary President
Mrs. Henry A. Ingraham
President
Miss Margaret P. Mead
First Vice-President
Mrs. Edward W. Macy
Second Vice-President
Mrs. William Ewing Speers
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The National Board
of the
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Miss Emma P. Hirth
General Secretary

600 Lexington Avenue, New York, N. Y.
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Cable Address: Emissarius, New York

April 22, 1942

Miss Bertha Nienberg,
Women's Bureau
Department of Labor,
Washington, D.C.

My dear Miss Nienberg:

Mrs. Nora Piore, of our headquarters USO staff, tells me that you have been asking her some questions about the use of the U SO Club at Newton Falls, Ohio. I hope that I am covering your questions as I state the information which I have on this matter.

Before the Government building was completed the question of the use of theclub house was raised with me in Newton Falls when I visited that town early in the planning for work there. It was evident, even then, that the representatives of clubs and community groups were thinking they would automatically transfer every agency to that building for their meetings and activities. Especially the question of holding benefits was raised--indicating that these women were counting on the use of the club house for their money making events.

At that time I tried to explain the purpose of the Government buildings to serve the needs of the entire community, both old and new. The fact that these buildings are placed in the community because of increase in pupulation, however, makes it important for the local management committee to determine just how far the activities which have formerly been held elsewhere can be transferred and still provide time enough for the recreational program to be developed for the old and new inhabitants, which is needed to integrate the community.

The USO staff recognizes the desirability and right of the community from the beginning to use the building, but it has been aware too of the older community's lack of awareness of the newcomers. This has been the side of the problem not always reported.

Since the question of the use of the building was raised in March, the U SO Director of the Building sent me the attached outline of community activities, which shows the community groups and individuals which were using the U SO club at Newton Falls at the end of February. Since then not only these groups are continuing, but additional activities are reported, which shows definitely that the club house is available to the entire community of Newton Falls.

I trust I have answered the questions which you have in mind. If not, please feel free to let me know, for I will be glad to secure the information for you if I can.

Yours very sincerely,

Frances Davis

Frances Davis
Regional Supervisor

FD CAS

Enclosure

COMMUNITY USE OF USO BUILDING AT NEWTON FALLS, OHIO
February 25, 194

Red Cross................	two regular classes every Thursday night
Boy Scounts.............	every Friday night from 7:30 to 9:30 (they always stay at least an hour overtime)
Campfire Girls...........	One group to begin a bandaging class every Friday evening after school. The other groups have a place to meet; this one happens not to have had a regular place of meeting.
School girls..............	three afternoons a week after school from 4 to 5:30
School boys...............	Fridays after school and on Saturdays from 10-12 and 2-4

Clubs and Organizations ;

Defense Recreation Committee regular meeting each month.
Area Council USO alternate meetings
Any club that makes formal application for one meeting. So far these have been:

County Grange
Literary Circle
Birthday Ball
Garden Club
Church Federation Meeting
Newton Falls Teachers, PTA, Boy Scount, Girl Scount, Campfire representative, American Legion Community for newcomers, March 17.

Beside these there are knitting groups, ballroom dancing classes, square dancing, chorus, orchestra, bridge and dramatics either now going or soon to start which are open to anyone who wants to take them.

We have to control young boys and girls who want to come here after hours unchaperoned and who could overrun the place. So far the children have not complained. They are well behaved and they respect the rules. Complaint comes from the older people. I forgot to add an important thing, the Golden Gloves training which has so far resulted in the boys getting to the finals. The trainer has them in tonight for me to give them a pep talk. And he had a ringside ticket for me too. I was sorry I couldn't go. They have trained every night for a month.

-1-

Confidential

for Miss Hinburg's information (not for U.S.O.)

Miss Thurman and I have talked over our impressions of the Ravenna situation again on the basis of the letter received from Miss Davis.

One afternoon we had a meeting with Mr.Barnett,recreation representative for the Federal Security Agency,Miss Lois Fair,and Miss Berthe Daniel~~s~~ of the U.S.O.(Y.W.C.A.) Miss Fair is an area worker who is living in the dormitory at Cotton Corners.She spends part of her time at the Armory in Ravenna, but I believe she also works part of the time at Newton Falls.However Miss Daniel~~s~~ is in charge of the building at Newton Falls.On the afternoon of this conference it was Miss Fair who first mentioned,very decidedly and definitely,that the U.S.O. facilities are to be used excluively by defense workers.We asked about this and at that time Miss Daniels did seem to demur a little.In fact she did not seem to be entirely in agreement with Miss Fair who stated that it was a definite national rule that the U.S.O. was for defense workers.Miss Daniels said that other adults were included in the activities at the center,-that is as individuals,I judge,and not as organized groups.Mr.Barnett had very little to say at this time.

On the way to Newton Falls the next day,Miss Daniels talked about the building again.She said that it is possible that, after, the war emergency is over, the building at Newton Falls will be turned over to that city for its use.She thinks it is important therefore to train [redacted] leaders so that the town will be ready to assume the responsibility for the building later.I noticed in one of the reports which Miss Daniels had made to U.S.O.(she was very kind about letting us read reports) that she expressed the idea that she was trying to get the community to look at the building from a long time point of view,rather than merely from the point of view of the immediate use [redacted] of the building.(I [illegible] copy the exact statement and probably remember it only vaguely).

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 150127
By DK/R, NARS, Date 3-28-75

Undoubtedly adult residents of the community do come to the dances, Red Cross classes,etc.,but we had the impression that organized community groups are not generally encouraged to come to the building for meetings,-largely on the ground that they have already been meeting someplace. As we remember it, Miss Daniel did say that various groups in the community had been invited to hold one meeting in the building, so that they could "come and see" the building. However it was not planned that more than one meeting could be held in the building.

We also were told that "little children" are admittd to the building on Saturdays from 10-12 and 2-4, and that a volunteer had been helping to take care of these children but now has a job. Also something was said about the possibility of opening the building to [redacted] children, ~~and~~ including those of high school age, I presume, [redacted] between 5 and 7 in the evening if some volunteer workers, people in the community, etc., would come and look after them. Miss Thurman then asked if this meant that the building could be opened to the community if local people provided the necessary additional staff, but Miss Daniel said "no", she had not intended to say that. However I think it is probable that the building is open at certain times to girls and boys and the Campfire girls as inidcated on the report, and that this was not mentioned to us.

Miss Daniel told us that she had declared the coffee urn "surplus equipment" and said that she was rather glad there were not many dishes or other things which would be needed for serving meals, refreshments, etc., since this avoided complications. She did talk quite a lot about the trouble there has been about the community wanting to give benefits and this undoubtedly would be against U.S.O. rules. However there was considerable pressure from several sources, apparently, for the building to be opened for a birthday ball. Finally Miss Daniel did wire New York and special permission was granted for this one benefit.

Unfortunately we were interrupted right in the middle of a private conversation with Mr. Barnett about the use of the building, but it was evident that he thought the building should be more available to the community. Also it was noted in at least one of Miss Daniel's reports to her own organization that Federal Security had apparently thought the community should have more access to the building.

Miss Daniel let me read the lease for the building, signed by Mr. McNutt and

Mr.Harper Sibley.She understands this to mean that the U.S.O. program is certainly primarily for defense workers at least.Naturally it was impossible to copy all of this material.The lease does indicate that the task of the U.S.O.program is to provide services not otherwise available in the communities near camps and defense industries.It also mentions a statement concerning the general types of activities included in the U.S.O. program,and this statement was attached to the lease.

However this lease xxxx or the program statement,I am not sure which,also says that "Local needs are the point of departure in program planning---are to be determined on the basis of first hand study,etc.---"However it does indicate that the U.S.O. program is to complement public recreation and not to be a substitute for it.

Part VIII. of this lease says that the "U.S.O. will cooperate whenever practicable in providing other services than those stated where needs develop in a community and cannot otherwise be supplied." Miss Daniel said, that of course this statement does provide a "loophole."--Possibly this is one reason why there seems to be some difference in attitude xxxxxxx among various U.S.O. workers on the general subject of community participation.

Two things I believe startled Miss Thurman and me the afternoon we visited the building in New-ton Falls.Two little girls,probably of grade school age, appeared at the door and were told that they could not use the building that day,-it was not the right day.This does seem to indicate that the building is open to girls on some afternoons. At the time there was practically no one in the building and it certainly would not have interfered with any defense workers to have permitted the girls to come in for a little while.As far as we could tell no one knew who these little girls were and it is entirely possible that they were the the children of defense workers.There might [redacted] even have been a possibility that they were from the trailer camp, although it is rather far away.In fact one of the reasons given for locating the U.S.O. building at the xxxxxxxxxxxx Newton Falls was because of the trailer camp.Also later there will undoubtedly be a good many children in the defense housing project.

A few minutes after the little girls were turned away several boys of about high school age appeared. Miss Daniel asked them what they wanted. Obviously they didn't know, but had just come to see what was available at the building. However one boy, slightly older, said he was a defense worker and so finally it was decided to let the other boys in, as long as he was with them.

Miss Daniel told us that 5,279 people attended the building during March. About 400 have been coming to the weekly dances. The day we were in the building, morning and afternoon, there were very few people around but it may have been an exceptional day. The local homes registration office and the Traveler's Aid have offices in the building. I do not know whether the attendance figures include people coming to consult these services or not.

Miss Charlotte Ford, who is head of the U.S.O. center being operated by the N.C.C.S in Ravenna, seemed to have a much more liberal attitude toward encouraging non-defense workers to participate in her activities.

It is indoubtedly true that the existing clubs in Newton Falls have probably been meeting someplace prior to the erection of the new building. However when a large building appeared with two small parlors as well as a large lounge, attractively furnished and well-equipped, [redacted] it is natural that a very small community, which was very "hard-hit" during the depression, would be eager to use the building. We have been told in other areas that wives of defense workers are anxious to meet older residents of the town, to be included in community activities, etc. It would appear that one way to encourage this would be to have more of the local club meetings held in the community center. It is certainly true that some control must be kept over the use of the building and that children could easily overrun it, if permitted to do so. However it [illegible] does not appear that the building at Newton Falls is overcrowded as yet, at least not in the daytime.

In any event it seems to me to be a mistake to get these small twons, which have very few facilities, interested in a project for the construction of federal community building, and then to try to regulate the community's use of the building to too great a degree. The same trouble may arise in Wilmington, Illinois, where the town voted to apply for a building and even, I belive, furnished some land. In fact I think the towns have usually submitted the formal applications for the buildings. Wilmington, according to reports, has many clubs and not any very satisfactory meeting places for most of them. From our conversations in the town, it is evident that the town would expect to use any community building which is constructed. In fact the local citizens are very eager to have such a building. After this application had been made, I asked the Federal Secuirty recreation man how they planned to arrange for local club meetings in the building, that is if one is built at Wilmington, He implied that he thought the situation could be "controlled." Certainly if it is not possible to make the facilities generally available to local groups, it is a mistake to have the citizens of the town get that impression before a building is constructed.

Of course, buildings operated directly by the communities with a paid director, employed by the town, and W.P.A. staff are naturally more open to all. Perhaps this is one reason that in some places the W.P.A. seems to be more popular. (Of course there are regulations concerning the girls who are eligible to attend dances XXXXXXXX at soldiers' centers operated by the W.P.A.)

Miss Daniel showed me a letter from Mr. Harper Sibley in which he said that it had been agreed that the judgment of the Federal Security Agency conerning the operations of the U.S.O. is to be based on the satisfactory character of the U.S.O. with its program and not on the availability of any othr agency, public or private, to operate a federal community building.

On the basis of our field investigations, it seems to me that the U.S.O. ought to make it clear during its present campaign that a small portion of its money is to be used to provide facilities for defense workers as well as those in the military services. Perhaps it would be just as feasible to say that a small portion of the money is to be used to provide badly needed facilities in overcrowded defense areas. Of course the soldiers have more fund raising appeal but misunderstanding of the total U.S.O. program has certainly caused a lot of antagonism which might have been avoided by clearer campaign statments.

(over)

As to Newton Falls, Miss Thurman and I both got the impression that the people in the local community were not being particularly encouraged to use the building, — but we may have got only a partial view of the situation. I imagine that with the pressure from Mrs. Barnett and the community that gradually more activities will take place in the building anyway. —

file Community Needs

Mrs. Robert E. Speer
Honorary President
Mrs. Henry A. Ingraham
President
Miss Margaret P. Mead
First Vice-President
Mrs. Edward W. Macy
Second Vice-President
Mrs. William Ewing Speers
Third Vice-President
Mrs. Lansing Lewis
Fourth Vice-President

**The National Board
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Miss Emma P. Hirth
General Secretary

600 Lexington Avenue, New York, N. Y.
Telephone: PLaza 3-4700
Cable Address: Emissarius, New York

WOMEN'S BUREAU
MAR [illegible] 1942

March 30,1942

Miss Mary Anderson
Women's Bureau
Department of Labor
Washington D.C.

My dear Miss Anderson :-

Thank you so much for the information you have just sent us in regard to communities in the defense areas. We shall treat this information as confidential.

Sincerely,
Genevieve Lowry
Genevieve Lowry

March 23, 1942

Miss Genevieve Lowry
U. S. O. Office
600 Lexington Avenue
New York, N. Y.

My dear Miss Lowry:

I am enclosing summaries of the community surveys made by the Women's Bureau in Memphis, Tennessee; Talladega - Childersburg - Sylacauga - Alabama; Burlington, Iowa; Alton, Illinois; and Rock Island, Moline, Illinois; Davenport, Iowa, Defense areas. We have been requested not to give location of defense plants - so I ask your cooperation again in not giving any publicity to these reports.

Yours sincerely,

Mary Anderson, Director.

Enclosure
MC:IB

Files

The National Board
Young Women's Christian Associations
of the United States of America

600 Lexington Avenue, New York, N. Y. Telephone: PLaza 3-4700 Cable Address: Emissarius, New York

March 17, 1942

Miss Mary Anderson,
Director
U.S. Department of Labor
Women's Bureau
Washington, D. C.

WOMEN'S

My dear Mrs. Anderson:

I have forwarded to the Y.W.C.A. Secretary in Nassau County, Long Island, the information you have sent us in regard to Mrs. Dorothy Sendelback.

Thank you so much for giving us this information.

Most sincerely yours,

Genevieve Lowry
m.

Genevieve Lowry
Correlator U.S.O. National
Board Relationships

GL:VW

223

[illegible] [illegible]
[illegible]

March 13, 1942

Miss Genevieve Lowry
U.S.O. Office
National Y.W.C.A.
600 Lexington Avenue
New York, New York

My dear Miss Lowry:

If there is a Y.W.C.A. in Nassau County Long Island, I wish you would give them this name: Mrs. Dorothy Sendelback, 6th Street North, Stewart Manor, Nassau County, Long Island.

She has written offering room and board for defense workers, and to help as she can.

Yours sincerely,

Mary Anderson, Director

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March 2, 1942

Miss Genevieve Lowry
U.S.O. Office
600 Lexington Ave.,
New York, New York

My dear Miss Lowry:

I am enclosing summaries of the community surveys made by the Women's Bureau agents in the St. Louis, Crab Orchard Lake, Joliet, Wilmington, Elwood, Illinois, areas. Since these reports are confidential, will you please give them no publicity and as little circulation as possible?

Thank you for your letter acknowledging the last reports that were sent, and for the information you gave. I hope you will continue to keep us informed about any action your organization may have taken or plans to take in these areas.

Yours sincerely,

Mary Anderson, Director

Enclosures

am

Virginia + Maryland Community Ser

Mrs. Robert E. Speer
Honorary President
Mrs. Henry A. Ingraham
President
Miss Margaret P. Mead
First Vice-President
Mrs. Edward W. Macy
Second Vice-President
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600 Lexington Avenue, New York, N. Y. Telephone: PLaza 3-4700 Cable Address: Emissarius, New York

WOMEN'S BUR
FEB 19 1942
TMENT O

Miss Bertha Nienburg,
Assistant Director, Women's Bureau,
U.S. Department of Labor,
Washington, D.C.

February 18th, 1942.

My dear Miss Nienburg:

There is no regular Y.W.C.A. in the Radford-Dublin, Virginia area, but we do have a U.S.O. unit operated by the Y.W.C.A. in Dublin. At present, the staff consists of a director, Miss Ruth Doud, and an assistant, Miss Helen Libby. We expect to send a third worker within ten days or two weeks..

This unit is for the present housed in very inadequate rented quarters in Dublin, but we hope eventually to have one of the Government built U.S.O. club houses there. Both men and women employed at the bag-loading plant use our facilities in Dublin. In January (the last month for which we have complete records), the attendance was 741 men and 1224 women - a total of 1965. The program includes recreational activities, such as dances, dramatics, music, games, crafts, parties and personal services such as counselling, help in finding rooms etc. The center is also kept open late in the evening to serve women and girls going on night shift. One service which seems very much needed and appreciated is making available simple equipment for girls who wish to prepare their own meals. Recently activities for children and for teen-age boys and girls have been added to the program.

In Maryland our U.S.O.-Y.W.C.A. staff consists of three workers (one Negro) in Baltimore City, and two in the county. The program in the city is one of recreation, counselling and personal services and is open to industrial women and girls as well as to men in uniform from Camp Meade. We use space in the Baltimore Y.W.C.A. at present but a U.S.O. center is being prepared.

In the county the program is almost exclusively for industrial workers and their families. Our workers are organizing classes, recreation groups, and other activities in trailer camps, Armistead Gardens (F.S.A. housing project) amd in Middle River where we cooperate with the Women's Division of N.C.C.S. which operates the U.S.O. center. We have no building of our own in the county but use any facilities available - schools, parish house etc. Our worker has made only preliminary contacts in Elkton and Hagerstown so I can report no program there. We have no work in Aberdeen and Edgewood and unless we are granted more staff for Maryland, I see no prospects of developing any. I wish very much that we might.

Both Mrs. Ingraham and I were delighted to hear of the fine success which you had had in securing adaptation of duration dormitory plans. Thank you for sharing this good news with us.

Sincerely yours,

Helen Crawley

Helen Crawley
Associate Correlator
USO-YWCA

H.C.M.

HC:MM.

National Board
of the
Young Women's Christian Associations
of the United States of America
600 Lexington Avenue
New York, N. Y.

Building and Field Correspondence

WOMEN'S BUREAU
FEB 21 [illegible]

February 18,1942

Miss Mary Anderson
U.S.Department of Labor
Women's Bureau
Washington D.C.

My dear Miss Anderson :-

Thank you so much for the summaries of the community surveys made by the Women's Bureau in the Charlestown,Kingsbury,and Burns City,Indiana areas. We shall treat this material as confidential as you request,giving them no publicity and with circulation only to those members of the National Board's staff whose work is directly related to these areas.

Having this type of information from the Women's Bureau is a great help to us and we appreciate your cooperation. As soon as we have discussed the situations and have decided on what action we might take as to work in some of the new communities in this area we will let you know.

As you know,we do have work as a part of the USO program in Charlestown Indiana but have not as yet begun work in the other communities.

Sincerely,

Genevieve Lowry
Genevieve Lowry

T 8-1-41

Mrs. Robert E. Speer
Honorary President
Mrs. Henry A. Ingraham
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WOMEN'S BUREAU
FEB 1
DEPARTMENT OF LABOR

February 11, 1942

Miss Mary Anderson
Women's Bureau
U.S. Department of Labor
Washington, D.C.

Dear Miss Anderson,

In answer to your letter of February 6, may I say that we are very much interested in the problem that you raise regarding the anticipated employment of six hundred women in Burns City, Indiana? We shall make every effort to inform ourselves in regard to conditions and be prepared to give whatever kind of service is indicated that we could best render.

May I take this opportunity of passing on to you the concern the National Board has that Negro organizations may be represented at the continuing conferences which you may call in regard to the emergency effect on the work problems of women? We have information which gives us grave concern regarding the conditions affecting the employment of Negro girls and women.

I am sending under separate cover a copy of the last issue of the Womans Press which I know will interest you very much.

We appreciated the opportunity to attend the conference which you called in January, a thorough report of which has been made to the entire National Board.

Sincerely yours,

Mary S. Ingraham

Mrs. Henry A. Ingraham
President

msi/m

Defence
Burns City
Ind.

February 6, 1942

Mrs. Henry A. Ingraham, President
National Board of the Y. W. C. A.
600 Lexington Avenue
New York City

Dear Mrs. Ingraham:

One of the field agents of the Women's Bureau has just been to the Burns City, Indiana, Area where around 600 women will be employed in April or May. It is expected that the women will commute from Bloomington, Bedford and Bloomfield. The Division of Housing of the Office of Emergency Management has requested the local Chambers of Commerce and the Mayors to make a rooms registration survey. So far no reports have come in.

Your local organizations may already be helping with this in these communities. Since it was agreed at the recent Women's Bureau Conference that housing facilities for women defense workers are a concern of women's organizations and a point where members can be of service, this information is submitted to you for transmission as you see fit to your local organizations concerned. You will note that the Chambers of Commerce and the Mayors have been asked to make the surveys; so offers of cooperation can be directed to those offices.

The Women's Bureau believes that adequate living and recreational facilities are important for women and all workers in defense industries, so there may be maximum production and no unnecessary turnover.

I think you will be interested and probably will be able to do something about this situation in the Burns City, Indiana, Area.

With best wishes,

Sincerely yours,

Mary Anderson, Director

MA:IS

Community Fed.

February 3, 1942

Miss Genevieve Lowry
Young Women's Christian Association
600 Lexington Avenue
New York, New York

My dear Miss Lowry:

In December we sent you a report concerning the needs for women workers in certain areas of Maryland and Virginia. Before making a revisit of these areas we would like to know whether your organization has taken up any of the local problems which we presented. If so, may we know the present status of your activities?

You will be glad to know that much headway has been made in shifting the duration dormatory plans. Both the Farm Security Administration and the Housing Coordinator's Office were most receptive to our suggestions. Dormatories already built will have electrical connections for electric plates put in each room. Laundry facilities will be made available and other minor facilities suggested will be installed. Where large dormatory units will be built, there will be an administrative and recreation building to meet the needs of all units. Where the number of units is small one wing of a dormatory will be devoted to recreation. We have asked that this be partitioned so that part be used for lively games and part for lounging. We have not as yet won out on our request that there be smaller bathroom units. The main difficulty seems to be in securing pipe. Our decision was to watch the dormatories in operation in two areas and determine the extent to which the girls themselves found the bathroom arrangements unsatisfactory.

Since December 7th all war industry firms give us data only as confidential material. Therefore, it will not be possible to send to you exact information as to numbers. We will describe needs and action taken but must greatly curtail the detail previously sent to you.

May we hear from you about Maryland and Virginia?

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Defense Community Serv

The National Board
of the
Young Women's Christian Associations
of the United States of America

Mrs. Robert E. Speer
Honorary President
Mrs. Henry A. Ingraham
President
Miss Margaret P. Mead
First Vice-President
Mrs. Edward W. Macy
Second Vice-President
Mrs. William Ewing Speers
Third Vice-President
Mrs. Lansing Lewis
Fourth Vice-President

Mrs. William Crawford White
Secretary
Miss May B. Van Arsdale
Treasurer
Miss Henrietta Gibson
Assistant Treasurer
Mrs. William S. Bowen
Assistant Treasurer
Miss Emma P. Hirth
General Secretary

600 Lexington Avenue, New York, N. Y. Telephone: PLaza 3-4700 Cable Address: Emissarius, New York

December 14, 1941

Miss Bertha M. Nienburg,
Assistant Director,
U.S. Department of Labor,
Women's Bureau,
Washington, D. C.

My dear Miss Nienburg:

Thank you very much for the statement of women's employment conditions in Maryland which has been received. We are most grateful for this kind of information and I hope that we may receive more of it from time to time.

Upon my return from Washington I discussed with Mrs. Ingraham, the President of the National Board of the Young Women's Christian Association, the matter of housing for women defense workers. She later received the letter from Miss Mary Anderson. I assure you that we are ready to do all that we can in backing you up in your investigation.

With best wishes, I am,

Sincerely yours,

Helen Crawley

Helen Crawley
Associate Correlator
USO-YWCA

HC b

USO

December 10, 1941

Miss Genevieve Lowry
Young Women's Christian Association
600 Lexington Avenue
New York, New York

My dear Miss Lowry:

Attached herewith is a statement of women's employment conditions in Maryland. Detailed studies of community needs were made in Elkton and Aberdeen. Such studies are attached. Community surveys were not made in Baltimore or Hagerstown; while the defense pressure for general housing and recreation is great in Baltimore, it can be met by increasing facilities and services already existing.

The need of Elkton is immediate - first, for more adequate plans for the housing of women defense workers. (A conference on this matter was held with your representative.) second, for recreation for women defense workers. As you will see from the attached descriptions, there is nothing in the community on which to build. Expert assistance is needed in getting a recreational program under way. Mrs. Cronin of Elkton, Maryland, should be contacted.

Will you see that this report reaches the members of your regular staff interested in industrial women.

Sincerely,

Bertha M. Nienburg,
Assistant Director

Enclosure

BMN:LW

December 5, 1941

Mrs. Henry A. Ingraham, President
National Board of the
Young Women's Christian Association
600 Lexington Avenue
New York, New York

My dear Mrs. Ingraham:

In accordance with the request contained in your letter of July 28, the Women's Bureau has started its surveys of rural communities in areas where large numbers of women will be employed in defense plants. After the surveys in Maryland and Virginia were completed, we asked chiefs of the U.S.O. groups to meet with us in Washington and consider the problems that had been revealed. At this meeting it was agreed that a brief statement of the situation with recommendations should be submitted to the parent organizations. After consideration of the recommendations by the parent body it was deemed advisable that we present such recommendations together to the Division of Defense Housing Coordination and the Recreation Division of the Office of Defense Health and Welfare Services.

In order that you may review the basis upon which our recommendations are made, we are sending you a copy of the report for Maryland for three areas. The Virginia report was given to the U.S.O. representative for distribution at your headquarters. We would appreciate a reviewal of the recommendations concerning duration dwellings for women defense workers with the resultant recommendations concerning facilities for meals and leisure time activities.

Will you let us know whether further conference is necessary or whether you will join us in a written statement to Mr. Palmer and in presenting the matter verbally to him?

Sincerely,

Mary Anderson, Director

BMM:LW

Copy of Md. report (community) was attached.

Women's Bureau
U. S. Department of Labor
Washington

December 5, 1941

Tentative recommendations concerning duration dwellings for women defense workers, meal and leisure time facilities in rural defense areas.

Surveys of rural communities where defense operations have already employed large numbers of women reveal little local accommodations for the unattached woman and a belief in the community that temporary housing arrangements for such workers should be established by the Government. Where duration dormitories for women defense workers have been constructed or planned, such dormitories provide ample bedroom accommodations, modern bath and toilet facilities, bed lights, frequent changes of linen, and maid service. However, living conditions for women workers in defense communities are such that additional facilities are needed to create a healthy normal existence and a stabilized labor force.

The migrating defense woman worker is not integrated readily into the social life of neighboring small towns. She is not immediately invited into its homes. Formal community entertainment is occasional. She cannot lounge about the main street. Dormitory bedrooms are furnished solely as bedrooms. Living space is very inadequate. Her free hours vary with her working shift.

These facts require that her normal daily recreation should take place in or near her dwelling and be developed by herself. As some cooking is a normal part of her home leisure hours, provision for cooking should be available to her in or near her dwelling. As women defense workers will vary as to age and inclination, an opportunity to form naturally congenial groups should also be given.

To consider the living problems that have already arisen in defense communities, a conference was called of organizations interested in girls and women by the Women's Bureau. These groups recommended the following changes in duration housing plans for women.

Housing

1. That wherever possible smaller housing units be constructed with housekeeping facilities so that each unit could operate as an independent housekeeping group if it was so desired. The demountable four room house with kitchen, if made available to women defense workers, would provide housing for more defense workers than the present type of family unit housing constructed by the Government which is generally popular.

2. If expense would prohibit the installation of a kitchen for each unit, a kitchen for two or three units would be advisable.

3. If the 52 unit dormitory must be built, it is deemed advisable:

a. that washing and bathing facilities be divided into several units in place of the single large bathroom now used;

b. that laundry facilities with washtub and pressing equipment be made available;

c. that an electric plate on which water can be heated and a small amount of cooking done be available so that simple food can be prepared for residents who are ill.

d. that desks or tables for writing be made available;

e. that lockers or closets with locks be provided for each individual.

Facilities for Meals and Leisure-time Activities

If cooking and recreational facilities cannot be provided for each dormitory unit, a building should be constructed adjacent to the dormitory site to contain the following:

1. Provision of cooking facilities and tables so that women can prepare their own meals or engage in cooperative cooking arrangements.

2. A small lunch room or "soda bar" where sandwiches, soup, ice cream, etc. can be purchased at moderate prices.

3. A large living room for group activities.

4. Smaller recreational rooms for use of individuals with visitors or desiring quiet.

5. Recreational equipment, lamps, curtains, pictures, etc. be provided to give a livable atmosphere.

Paths to Duration Housing

1. When housing is located at a distance from the town or from the plant, some types of lighting should be provided to light the fields or roads that must be traversed at night.

2. Gravel paths or sidewalks should be provided to make the housing accessible in bad weather.

Management

While it is true that residents of the dormitories must be considered as employed adults who are paying for their rooms just as they would in a hotel, some general rules and regulations appear necessary to make living in the dormitory desirable and satisfactory to most women. Also it is important to foster friendliness and good will between persons in the community and residents in the dormitories by maintaining standards which will meet with general community approval. This is particularly important because of recreational and leisure time activities which may be sponsored by the community, itself.

As has been recognized some system of self-government is the best way of setting up any necessary rules. However, it is also important to have an exceptionally well qualified, tactful, and probably mature woman, employed to assist in the management of the dormitories. The proper type of person should be able to exert a very valuable influence both within the dormitories and in the community.

August 5, 1941

Mrs. Henry A. Ingraham, President
The National Board of the
Young Women's Christian Associations
600 Lexington Avenue
New York, New York

My dear Mrs. Ingraham:

I am very glad, indeed, to get your letter and the request for the information desired will be taken into consideration just as soon as we receive the appropriation for work in the defense industries.

Sincerely yours,

Mary Anderson, Director

MA:LW

Letter S. 409-

Mrs. Robert E. Speer, *Honorary President*
Mrs. Henry A. Ingraham, *President*
Miss Margaret P. Mead, *First Vice-President*
Mrs. Edward W. Macy, *Second Vice-President*
Mrs. William Ewing Speers, *Third Vice-President*
Mrs. Lansing Lewis, *Fourth Vice-President*

The National Board
of the
Young Women's Christian Associations
of the United States of America

Mrs. William Crawford White, *Secretary*
Miss May B. Van Arsdale, *Treasurer*
Miss Henrietta Gibson, *Assistant Treasurer*
Mrs. William S. Bowen, *Assistant Treasurer*
Miss Emma P. Hirth, *General Secretary*

600 Lexington Avenue, New York, N. Y. Telephone: PLaza 3-4700 Cable Address: Emissarius, New York

WOMEN'S BUREAU
DEPARTMENT OF LABOR

July 28, 1941

Miss Mary Anderson
Women's Bureau
U. S. Department of Labor
Washington, D. C.

My dear Miss Anderson:

The Y. W. C. A. has for so many years turned with satisfaction to the Women's Bureau for factual data about women in industry that we are coming to you now with a very specific request.

In the interpretation of the National Board's regular program with women and girls in industry and in our cooperation with other agencies in the United Service Organizations for National Defense we feel the urgent need for more up-to-date information about what is happening to women workers as a result of the national defense program.

We wish that the Women's Bureau would make investigations and release material at frequent intervals along the following lines: select sample cities which illustrate defense industries, boom cities, rural developments, cities without defense industries - and make periodic check-ups on women employed, hours working, wages, and other pertinent information.

This sort of data is not being assembled anywhere else and is greatly needed by organizations like the Y. W. C. A. in order that effective work may be done with this particular group of women who are so immediately affected by the whole industrial defense development.

It is with appreciation of the help which we have received in the past and with confidence that such help will continue to be forthcoming that the National Board makes this request of the Women's Bureau.

With assurance of our desire to cooperate in every possible way in the fine work which you are doing,

Sincerely yours

Mary S. Ingraham

Mrs. Henry A. Ingraham
President

Copied for
Budget Material
Dept. 1941

October 10, 1941

Miss Genevieve Lowry
National Board of the Young Women's
Christian Association
600 Lexington Avenue
New York, New York

My dear Miss Lowry:

Enclosed herewith is a statement of the Application of State and Federal Laws to the Hours of Women Employed on Defense Projects. You will recall that this was requested in our conference during the summer for use of your project workers. I am sorry this report has been delayed but we wanted it checked by our Solicitor's Office before issuance.

Sincerely,

Bertha M. Nienburg,
Acting Director

BMN:LW

July 28, 1941.

Miss Genevieve Lowry,
National Board, Y.W.C.A.,
600 Lexington Avenue,
New York City.

My dear Miss Lowry:

I want to thank you for your cooperation and assistance in coming to confer with members of the Women's Bureau on our proposed bulletin on policies, standards, and procedures for effective recreational and housing programs for the various types of women connected with defense activities. We shall be glad to receive from you any other suggestions as to what you would like to have included in the bulletin and to give you opportunity to review the report in its final stages.

I regret that I was unable to be present at the conference and I take this opportunity to express our desire to cooperate with you in all ways that our wherewithal permits, by furnishing the types of information which you requested at the conference.

I should appreciate having you outline in letter form the specific types of information that will be of most assistance to you. Such a recapitulation will help us to formulate our program more clearly.

Sincerely yours,

MVR
erb

Mary Anderson, Director

Community
Rel.

July 6, 1942

Miss Martha Ziegler
Adnabrown Hotel
Springfield, Vermont.

My dear Miss Ziegler:

I had a letter from Miss Agnes O'Connor, and I am sending you a copy of the report she made. I think when you go on to Chicago that it would be advisable to check up on the enclosed and see what progress is being made.

Sincerely yours,

Mary Anderson, Director

MA:ec

COPY

Chicago, Ill.
June 27-42

Dear Mary:

Received the various surveys & read them. Also received a lengthy letter from Miss Zeigler which was very very helpful. She asked me to make specific inquiries, which I did.

Enclosed find agenda 6th Conf. of Region VI. I took notes on each speaker also in the various comm. reports. If you want those reports let me know. I attended the Labor Supply, Transportation, etc. Robert E. Garrigan, Chairm. Most of the time was taken up with transportation problems. Mr. Poslosny of O.D.T. spoke at length on transportation, he had made surveys of various city's not specially for war wkrs. but in general. The meeting revealed there were 22 different groups making surveys, on transportation. Civilian transportation relates closely to war wkr. transportation. School Bus question was brought up. Under present set up, school busses can only be used for school purposes. The Ill. Commerce Commission have schedules of all transportation thruout the state.

After all afternoon discussion it was agreed upon the chairman appoint a sub comm. to study transportation for War Wkrs. Also agreed to send out Questionnaire by one agency to employers of war materials. I asked if the Women's Bureau would be consulted on this Questionnaire. The Chairmen of the Comm. Garrigan said yes.

After comm. meeting I contacted Mr. Poslosny, local O.D. T. man. Gave him your name and address & told him you would be the one to consult on this questionnaire

When the report came on the floor, I spoke in reference to having the Women's Bureau in the picture when it came to making up the questionnaire. Mr McCarthy presiding, said all agencies would combine on this questionnaire, and that the Women's Bureau would be in on it. A general discussion followed. Someone brought up the question of women, boys & girls working on the farm. I said the Women's Bureau have set up standards for women, boys & girls on the farm.

Supt. of Schools McCahey in Chicago said in his commencement speech, as a patriotic duty boys & girls graduates of elementary schools should go on the farms, & return in fall for further education. I think it would be well to mail him a copy of those standards.

Will you convey to Miss Zeigler my sincere thanks for her lengthy letter of information.

If you want those surveys of Kingsbury, Ind., Burns City, Ind., Joliet, Wilmington, Elwood, Ill., Alton, Crab Orchard Area, Rock Island, Moline, Davenport sent back to you.

Had a few words with Miss Tracy Copp. I enjoyed the Conf. got a lot of information.

Best Love

/s/ Agnes J. O'Connor

Spoke to Mr. Robinson regional recreation representative. Am listing the towns and reports.

Burns City, Ind.	No women employed.
Crab Orchard Lake, Ill.	U. S.O. & W.P.A. both active in those localities
Savana, Ill.	U.S.O. Center for soldiers only
Rock Island, Ill.	U.S.O. has worker in R.I.
E. Alton, Ill.	Made study also recommendations

Ravenna, Ohio In process of putting in eating facilities. He did not know how many women live in the Dormitories.

Elwood Ordnance Plant The recreation Bld. has not been approved by Kenneth Reg. Engineer of F.W.A. consequently not built.

Walkerton, Ind. No change. Dormitory half filled. Women don't stay in Dormitory long.

Jeffersonville & Charlestown, Ind. No federal new bld., no new facilities U.S.O. rented quarters in Jeffersonville for club work. A Bld. in Charlestown taken over for recreational purposes too.

Newton Falls Parties & recreation for girls in Dormitories

Mr. Robinson said, the Y.W.C.A. have bulleton on U.S.O. activities pertaining to women.

Life Magazine for week of June 29 have several pages of U.S.O. work, one picture of women war workers, taking up personality courses & gym classes.

Agnes J. O'Connor

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1322

WESTERN UNION

(38)

1201

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A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

1942 JUN 19 AM 9 45

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Neils

ANNE LARRABEE, CHIEF CLERK=
WOMENS BUR US DEPT LABOR WASHDC=

=LEAVING BOSTON FRIDAY FOR WORCESTER, MASS. WILL STAY AT BANCROFT HOTEL=

:MARGARET KAY ANDERSON MARTHA ZIEGLER.

LV

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Miss B. M. Nienburg

BUREAU Women's Bureau

CHG. APPROPRIATION S & E., WB 1942

April 7, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS MARTHA ZIEGLER
RAVENNA HOTEL
RAVENNA, OHIO

MANNING WILL MEET YOU RAVENNA HOTEL EARLY THURSDAY MORNING.

BERTHA M. NIENBURG

3:49 PM

File Comm. Needs

ROUTE 14 AT 44 AND 5 MODERATE PRICES DINING ROOM AND COFFEE SHOP

HOTEL RAVENNA
ON THE SQUARE
RAVENNA, OHIO

WOMEN'S BUREAU
DEPARTMENT OF LABOR

April 4, 1942

Dear Miss Hienburg,

Just a note to tell you that we had a good reception yesterday at the Ravenna Ordnance Plant and obtained quite a little of the information we need. However there seem to be a good many people that we ought to try to see in the community and we want to spend some time around the dormitories. Tentatively I think we shall be ready to leave here about Wednesday night, arriving in Washington Thursday morning. We are planning to write up the Ravenna report in Washington.

I finally mailed the Macon report this morning. The recreation situation there is a little complicated, you will note, partly perhaps because the city Recreation Director is also the local Federal Security Recreation Representative. However, Miss Leslie, who is Miss Rowe's assistant, was in Macon very shortly before we were and, no doubt has made some recommendations concerning recreation to her Washington office. Of course she also inquired about housing, child care, etc., in connection with her recreation survey and so Miss Rowe might have some other information of interest to us.

Cordially,
Martha Ziegler

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Form 16

LA66 W.CHA307 13 NL= GOVT COLLECT UD ATLANTA GA 30=

:MISS ANNE LARRABE=
WOMENS BUREAU U S DEPARTMENT OF LABOR WASHINGTON DC=

1942 MAR 31 AM 2 55

MISS THURMOND AND I CAN BE REACHED CLEVELAND HOTEL CLEVELAND TUESDAY AFTERNOON=

MARTH A ZIEGLER.

150
L.W.

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg,

BUREAU Women's Bureau, Dept. of Labor

CHG. APPROPRIATION S. & E., W. B., 1942

March 30, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS MARTHA ZIEGLER
HOTEL DEMPSEY
MACON, GEORGIA

UNLESS YOU HEAR FROM PLANT TODAY PROCEED TO CLEVELAND.

BERTHA M. NIENBURG

12:40 PM

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WESTERN UNION

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(38).

1201

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

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1942 MAR 30 PM 1 37

RXWE59 27=MACON GA 30 1255P

MISS BERTHA NIENBURG=
WOMENS BUREAU US DEPT LABOR=

PRESUME FROM YOUR LETTER TODAY MAY LEAVE MACON DESPITE UNSATISFACTORY PLANT DATA EXPLAINED LETTER SHOULD HAVE REACHED YOU TODAY BUT REMAINING HOTEL DEMPSEY UNTIL THREE THIRTY TODAY=

MARTHA ZEIGLER.

LJV
Lw

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Community Ne

March 28,1942

Dear Miss Nienburg,

Unfortunately my contact with Commander McCrary was decidedly unsuccessful. In some ways I think perhaps I ought to have waited another day or two and yet, according to the things he said, it really would not have made much difference probably, even if he had received a reply from the Navy Department in Washington.

We had finished our other contacts yesterday and done part of the writing up. However there were some things which we did not think could be written up in final form until after we had talked to people at the plant, and we thought there might be one or two persons to see after a plant visit. Therefore yesterday I finally decided to call the Commander on the telephone merely to tell him that we were in town and to inquire whether he had received any letter from Washington. He said he had not but suggested that I call later in the day. When I called the second time he said we could come out today to explain what we were doing more fully and that perhaps by then he would have received a letter from Washington. I mentioned over the telephone our interest in the problem of adequate community facilities for women workers, in the types of work women are doing in war work, and in the training program established here ~~over the telephone~~. The Commander stated, as he did in the letter to you, that the community problems are being handled all right except that there is a bad transportation situation for the night shift. When the plant bus lets the women off in the center of town, many of them have no way to get home at one o' clock in the morning. He said if we could do anything about this, that would be useful.

I debated about taking Miss Thurman along today, but finally did and perhaps it was well she was there to help remember the conversation. The Commander got out his correspondence with you and wanted to know what this "ladies organizations is." He also asked whether we had any connection with the government and since he seemed to want evrything down in black and white I finally showed him a copy of the act setting up the Bureau. He seemed to read this, and later talked a great deal about the Secretary of Labor but we were not sure at the end whether he really understood that we are a part of the government. Since he seemed to be uninterested in the community problems, I tried showing him the artillery ammunition pamphlet. Most of the army men have been interested in that, and if not, at least it has helped to show that we already knew something about occupations and processes and that our Bureau had had the cooperation of the government aresenals. I guess, though, it was a mistake to show him the pamphlet. He objected immediately to the fact that there was no date on the document and when he found out it had been published before the war, he seemed to intimate that of course we would not be able to get any information of the same general type now. Then he began a long talk concerning the idea of the Women's Bureau trying to tell him what jobs women could do when he had had twenty years experience and certainly would know much more about it. I tried to explain that we simply wanted to tell him about some of the work the Bureau has done in connection with women in the war, but that we were primarily concerned with getting data for our own particular survey, and that of course it was very helpful to us to know what plants such as his had found women can do, etc. However I am not very sure that I made anything very clear because the Commander talked a considerable amount of the total time.

After a considerable time had elapsed Commander McCrary called in Mr. Pickard, the personnel manager of the company and our hopes rose a trifle because we had been told Mr. Pickard has been very concerned over the housing problem at least, has been interested in women's dormitories, etc. The Commander wanted to know exactly what information we wanted and so I showed the typed outline covering the general points on the schedule, which again has been considered very harmless by most commanding officers. Then Mr. Pickard asked what we could do about housng for women and I not exact quotation

started to talk to him about dormitories.However about in the middle of my second sentence the Commander interrrupted and began going down each point of our schedule outline,interpreting each question in his own fashion and showing how each point was none of our business.I cannot of course remember all of his comments but these are a few of them in a general way."Shifts-we may run three or we may run one,and may change as often as we want to,-and it isn't any of the business of your Bureau." "Beginning rates of pay,-that is secret information although it could be obtained in Washington ,but we are paying well above the required minimum and so it is none of your business." "Hours,-we are not working above the prescribed maximum hours,and we may change the hours as needed." "Name of person in charge of personnel relations for women-We might change Mr.Pickard and get a new man but that would not be any concern of yours. There is no reason why you should have the name of an employee."I tried to interrupt once to explain why we were asking for this data and that of course we were not investigating to see whether the company was disobeying the law,but the Commander merely went right on.Shortly after this,while I was trying to get started again talking to Mr.Pickard about community problems,the Commander announced that he had no more time,that he had to sign a contract and we were holding up war production.I said that perhaps a letter might still come from Washington in a day or two since he did say several times that he was working under orders and that all of this information was secret.However at another time he said that some decisions are left to him.Anyway when I mentioned a letter from Washington again he said that of course if some minor officer from Washington wrote him a letter he would not pay any attention to it anyway but would file a protest. I asked him who would have to sign the letter and he said someone signing for Admiral Blandy(Spelling?),Chief of Ordnance.He said that he has consistently refused admittance to people from the War Production Board and many other agencies,and even to Congressonal Committees.

Commander McCrary did day that Mr.Pickard could go on talking to us if he wanted to,and at first Mr.Pickard said that there was nothing he could say to us,but finally did invite us into his office where another long and fruitless discussion went on.Mr.Pickard had been consulted at the time your original letter was received and in some ways I think was less willing to give us any information than the Commander.The Commander is a rather old gentleman who had never heard of our Bureau and did not understand it very well,and also wants to keep everything secret for military reasons. Mr.Pickard's attack was almost entirely on the ground that all of the information we wanted had been given to dozens of federal people already, amd that we couldn't do anything about anything anyway,"If he wants housing he will go directly to the housing people and not go a rpund-about-way by talking to us about it."He said they give a little general information, with approximate figures only,to the recreation,housing,and other people who have to have something,but give out as little as possible to them.Mr. Pickard finally did give one or two scraps of information and eventually the Commander appeared in the doorway to suggest that someone take us over to the cafeteria for lunch.We did learn a little by doing that because the productive workers eat there and quite a number were present in their uniforms.(Earlier we had been told that it was none of our business whether the women wore uniforms or not).The Commander came around again while we were eating and we had a long talk,quite friendly,about his career in the Navy,etc.

I forgot to mention that along toward the end of our first interview with the Commander I discovered that his secretary who was sitting at her desk with her back to us was taking down all of the conversation in shorthand.This seemed a most unusual procedure to me,and so when we met the Commander again I told him I thought it would be very helful to our office to have a copy of the notes since it would present his arguments more completely than I could in a letter.He promised to send you a copy, but I do not know whether the girl got all of the conversation or not or how much it may be edited.The Commander then mentioned that he intended to send a copy of the notes to the Navy Department in Washington to show that he was not willing to give out any information. Then he said that he had general instructions not to give out information and that he would not consider that a mere letter would overrule these instructions. Mr. Pickard also stated that any letter which came from Washington would have to specify minutely the type of information that could be given to us. In fact I am inclined to feel that the Commander began to put his terms higher to avoid any possibility of the right kind of a letter reaching him. Miss Thurman and I feel that probably nothing but a direct military order from Admiral Blandy specifiying the items to be given to us would do any good. Eventually we might get something but there would probably still need to be considerable correspondence. However we are of course willing to try again if it seems advisable or if the Bureau wishes to take up the matter anymore in Washington. During lunch the Commander indicated that he had come back to duty from retirement, that he feels more or less independent, and that of course there are disagreements and divisions within the Navy as everywhere else.

Naturally we have a certain amount of information about the plant which is believed to be more or less accurate, and some approximation of numbers, the minimum rate for women, and what we believe are reasonably accurate data on shifts, hours, source of labor supply, training, etc. Most of this came from the Macon Vocational School and the Employment Office. Of course there are many gaps. It seems to me that Mr. Zauft(?) of Public Contracts told me that his Bureau had set minimum rates for this plant, though why in this plant and not in others I do not know. However we did feel that there was some slight antagonism against the Labor Department, as such. Also there are a good many factors in the community which seem to indicate that the plant has been very slow in getting into operation and certainly the men we interviewed today appeared less busy than some. (However this would be hard to judge) Commander McCrary did say that the reason he had had the shorthand notes made was that he had been misquoted one time previously, which might indicate some difficulty. As a last rather amusing note, the Commander was eager to take us on a tour of the cafeteria kitchen, and we saw that very thoroughly.

I have tried to write this in detail in case you get some reaction from the Navy Department. I am sorry not to have managed better in some way, and on a second guess, might try one or two things in a different way, but I do not really believe that anything would have done much good. I am sending this special since the mails into Washington seem a little uncertain. We shall continue our writing up on Monday morning but probably shall want to take a train on Monday about 4 P.M. to start toward Cleveland and Ravenna. However I shall wait for a wire from you in case you want us to stick here a little longer, and to be sure that you did receive this, we shall wait for a wire from you before taking the train, since Macon is such a long way from any route we might travel again soon.

Incidentally Miss Thurman thinks that she got some good experience today.

Sincerely,

Martha Ziegler

P.S. Upon reading this over it sounds as if the Commander had been more unfriendly to us personally than he really was. - I think partly, at least, he simply has no conception of the type of work a Bureau such as ours would do. He was friendly enough, personally, especially in the lunch room.

March 28, 1942

Miss Martha Ziegler
Dempsey Hotel
Macon, Georgia

Dear Miss Ziegler:

I am very glad indeed that you saw Judge Charlton and talked to her. She is a very dear friend of mine and a very able person. I have had a letter from her and she has agreed to represent us on the Regional Labor Supply Committee. I have also written to Mr. Hillman and her application has gone through. I am about to let her know what is being done. Just as soon as approves her representing us I will notify Mr. McGinness and I know that Mr. Hillman's office also will notify him.

I had a very interesting day last Tuesday. Miss McKelvey and I went through the Glenn Martin factory and saw the women working. They have now over 2,000 on the production line and are hiring them every day. I was very much interested in the work. I had not realized that so much of the molding was done by hand rather than by machines, probably because they have not been able to build these machines as yet.

Miss Manning is returning to the office this morning. Miss Porter is leaving us for the Wage and Hour in New York.

I don't know what Walter Keys of the Washington Office of Vocational Education refers to in regard to firms insisting upon running a "beauty shop." The Vultee Aircraft Company is training its own people and probably that is what he is mad about. They hire girls from 21 to 35 and they are training them in all occupations. Miss Erickson of course will know more about it. They have been fairer to the women than other companies but I have very grave doubts that the Vocational Education is training any of their people as they have very good training-within-industry.

Sincerely yours,

Mary Anderson, Director

MA:IS

Dempsey Hotel
Macon, Georgia
March 24, 1942

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

Dear Miss Anderson:

Perhaps you have already heard from Judge Charlton since she said she was going to write to you. She seemed to enjoy the meeting of the Labor Supply Committee very much and was very pleased that you thought about asking her to attend. Judge Charlton said that she will be glad to represent the Bureau on the Committee if it is all right for her to attend only those meetings which are held in Birmingham. Mr. McGinnis was ill the day of the meeting and so we did not get to talk to him personally, but I understood from other men in the Bureau of Employment Security that a good many of the meetings are held in other cities in the region, such as Atlanta, Chattanooga, Tampa, etc. One man estimated that probably about one meeting out of four is actually held in Birmingham, and the meetings are generally held every two weeks. However since the regional office of the Bureau of Employment Security is in Birmingham, and since I suppose more meetings are held there than in any other one town, I presume that more information will be available in Birmingham than in any other town in the region.

Ordinarily Judge Charlton's son has been able to stay in her office for her when she wished to be away from town but he is expecting to go into the Army very soon. However, I have an idea, though Judge Charlton did not say this, that she might be able to travel a little until he actually leaves, if of course the Bureau can pay her travelling expenses.

I told Judge Charlton that I would write to explain the situation to you and she understands that you will decide whether it will be agreeable for her to represent us on this basis. There do seem to be a good many developments with reference to women taking place right along in this region and of course, as you would know, Mrs. Charlton would no doubt represent the Bureau very well at those meetings which she could attend. If you wish her to serve she will be expecting to hear from you and also from Miss Larrabee concerning the papers to be made out for dollar-a- year women, the keeping of expense accounts, etc. Of course Judge Charlton has already spent one day from 9:30 to 5:30 attending a Labor Supply Meeting).

Training was one of the chief subjects of discussion all day at the meeting. A great deal of time was spent discussing the problems of training and employing Negroes in the defense industries. Also it was announced that about April 13(I am not sure of the exact date) a meeting is to be held in Washington to discuss the defense training policies of the Southern states. Some time was also spent on training courses for women, and it is reported that women are definitely to be trained for the Bell Aircraft Plant to be built near Atlanta. However as I wrote to Miss Nienburg, Mr. Walter Keys, of the Washington office of Vocational Education, made some remarks about the Vultee Company at Nashville. He said that this company will hire only young and beautiful girls, has been able to get a lot of publicity, but has not been turning out its quota of production. He said that his department would be able to do more about providing training courses for women if it could be certain other firms would not insist upon running a "beauty shop." I certainly should like to know more about this situation,- perhaps Margaret Kay Anderson knows the story.

Several examples were cited during the meeting which indicated that the workers who have received training are not always getting to the places where they are badly needed but the Employment Service stated that a procedure has been set up recently to correct this. A representative of the N.Y.A reported that the Fisher Co. in Memphis has given an order for 2400 women to be trained as riveters and the schools and N.Y.A. are going to give this training.

There was a great deal of talk at the meeting about a new tentative procedure for Labor Supply Committees issued about Feb.23. If Judge Charlton represents us

I think a copy of this would be very useful to her since apparently the adoption of this procedure is still under discussion in the regions.

Sincerely,

Martha Ziegler

P.S. I was told about the hearing on training in the South to be held in Washington in April by a representative of the President's Committee on Fair Labor Practices. However he seemed to think that training policies in general, rather than simply those pertaining to Negroes, might be discussed.

U. S. DEPARTMENT OF LABOR

WOMEN'S BUREAU

To—		From—	Re Attached Please—
	~~Anderson.~~		Approve
✓	Nienburg.		Comment
	Larrabee.		Note
	Benham.		Note and return
	Best.		Reply
	Erickson.		Draft of reply
	Files.		Signature
	Hyde.		Would like to discuss
	Manning.		File
	Mettert.		Date 3/19
	Pidgeon.		
	Robinson.		Note:
	Smith, F.		
	Spring.		
	Steel.		
	Stitt.		

GPO 14—3769

Return to Miss Anderson

Tutwiler Hotel
Birmingham, Alabama
March 16, 1942

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iss Nienburg has told you that I
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Judge Charlton could be guided partly
she could give to the labor supply work.
Also I did tell Judge Charlton about the dollar-a-year arrangement but did not want to make an absolutely definite statement about the amount of expense money the Bureau could furnish without consulting you and Miss Larrabee. If you care to write to Judge Charlton directly about these things, I am sure she would be delighted to hear from you. Her present address is Room 300, Federal Building. However I shall be glad to pass on any information which you may want me to. Judge Charlton sent her regards to you, and to the mutual friends which you and she have. She inquired particularly for Miss Pidgeon.

Mr.McGinnis seemed delighted to hear that you are plannig to have a representative on his committee. He said that it will not be necessary for Judge Charlton to have any credentials for this meeting, but that if she becomes a regular member of course he should be notified through you and Mr.Hillman.

No doubt you will be interested in a report of the meeting. I suspect that there may not be any great number of defense training courses for women as yet in this area but may be wrong. One member of the Vocational Education Department to whom I talked last week said that he doubted whether a single employer in Alabama was willing to hire women for any type of machine shop work. However the class in airplance engine repair which has been recently started does sound interesting, and I shall try to find out more about it.

Sincerely,

Martha Ziegler

Tutwiler Hotel
Birmingham, Alabama
March 16, 1942

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

Dear Miss Anderson:

Probably Miss Nienburg has told you that I mentioned in a letter I was writing to her on Saturday that Judge Charlton agreed to go with me to the Regional Labor Supply Committee meeting on Wednesday. She seems quite interested in representing the Bureau on this region, but should like to know rather definitely about how much time the Bureau would like to have her give to this work. Also we thought that at the meeting on Wednesday Mr. McGinnis could tell us about how often the group will meet. Judge Charlton did say that it would not be possible for her to leave Birmingham very often.

I told Judge Charlton about the work of the other regional representatives in a general way but of course could not say how much time they are giving to our work. I presume, though, that this varies cnsiderably and that Judge Charlton could be guided partly by the amount of time she felt she could give to the labor supply work. Also I did tell Judge Charlton about the dollar-a-year arrangement but did not want to make an absolutely definite statement about the amount of expense money the Bureau could furnish without consulting you and Miss Larrabee. If you care to write to Judge Charlton directly about these things, I am sure she would be delighted to hear from you. Her present address is Room 300, Federal Building. However I shall be glad to pass on any information which you may want me to. Judge Charlton sent her regards to you, and to the mutual friends which you and she have. She inquired particularly for Miss Pidgeon.

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Sincerely,

Martha Ziegler

Community [illegible]

March 27, 1942

Miss Martha Ziegler
Hotel Dempsey
Macon, Georgia

My dear Miss Ziegler:

As per my telegram the Ordnance Division of the Navy indicated they would clear the way for you. However, I am not sure whether they act quickly enough for your time schedule. The Commander at Macon had sent a copy of his letter to us to the Naval Ordnance Division in Washington. The plans as described in your letter of March 23rd would seem to me satisfactory. That is, that you would go from Macon to Cleveland and hence to Ravenna.

Margaret Kay Anderson may meet you there as she is to talk to Miss Magee after completing her work in Akron where she is at the present moment. I think the Ravenna situation needs to be handled with gloves for the criticism will make the Chief Officer sensitive.

A return call to Miss Magee will depend on whether she needs to know some of your findings. Otherwise, a letter may take care of the situation.

Miss Manning is not yet back on the job.

After Ravenna we would count on you and Miss Thurman coming into Washington for I think we need to go over your surveys and assemble different parts of the data particularly for publication and particularly for transmission to the housing and recreation agencies or other groups.

A letter from Miss Wolfe indicates she is in the Minden area. From there we would expect her to cover Texarkana and Jacksonville, Arkansas, and then go back to the Kingsbury area, hence to Washington. I think Parsons* and Joliet can be left for the time being as all these areas will be revisited later.

Sincerely,

Bertha M. Nienburg,
Assistant Director

*Parsons, Kansas

BMN:LW

P. S. I have just noticed that we sent to the Commanding Officer of the Macon Plant a letter saying we were working with the Under Secretary of War's Office. This is probably the reason for our turn down.

Community [illegible]

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg

BUREAU Women's Bureau

CHG. APPROPRIATION Salaries & Expenses,
W. B., 1942
March 26, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS MARTHA ZIEGLER
HOTEL DEMPSEY
MACON, GEORGIA

WASHINGTON OFFICE TELEPHONED TWENTY-FOURTH FOR FURTHER PARTICULARS AND INDICATED FAVORABLE LETTER WOULD BE SENT. FINISH WRITING AND THEN MAKE CALL.

BERTHA M. NIENBURG

12:23 PM

WOMEN'S BUREAU
MAR 24 1942
U.S. DEPARTMENT OF LABOR

File

March 23,1942

Community Needs

Dear Miss Nienburg,

This morning we visited the Macon training school and found out about the training program which has been in operation since last April to provide women workers for the Naval Fuze Loading Plant. However we shall wait for word from you concerning a reply from the Navy before making an attempt to visit the plant. Practically all those to whom we have talked before reaching Macon, as well as those whom we saw this morning, seem to think that there is no housing problem. On the other hand we have been told that the plant officials are very interested in the idea of a dormitory for women. Also the training school is now getting its workers from an area which is said to be more than 50 miles in radius, so that it does appear that many women may come into this area eventually. The plant is not at peak production of course and one set of buildings is still under construction.

Later, it is reported, [redacted] another Reynolds Plant, to make metal parts for the fuzes, is to be built at another town 33 miles from Macon. (According to another report this is to be a shell loading plant). Also it is rumored, at least, that a couple of thousand women may be employed eventually at the Wellston Air Depot which is now being constructed, about 15 miles from Macon. This Depot is to repair airplanes and is to be similar to Brookley Field, near Mobile, which I believe was mentioned in a previous letter. At the meeting of the Labor Supply Committee, and from other sources, it has been said that, if the women who are being trained for work at Brookley Field "turn out well", probably women will be used at the Wellston Air Depot.

The Macon Vocational Training School is starting a course for men in welding today for the Air Depot.

These workers are recruited by Civil Service, given aptitude tests, etc. They are then to be paid a learner's rate while taking the course. The men at the training school seemed to think some training for women will be given later.

I am enclosing a report of an interview which Miss Thurman had with Mrs. Martin of the Civil Service Commission. She appears to feel that women are going to be used in increasing numbers. Also of course everybody in this region is talking about the new Bell Aircraft Plant to be built at Atlanta. The training courses for that are said to be in the planning stage now and women are to be trained although no one seems to know just exactly what type of training they will receive. However I have made no special investigation of this, thinking that perhaps, later on, when more of the plans for using women in aircraft plants and depots in this region have actually matured, Miss Erickson or Margaret Kay might come to this region.

If there are any other plants which you would like us to visit before leaving the South, on the basis of Mrs. Martin's information, or any other, please let me know. Charleston, S.C. appears to be a great center of activity because of shipbuilding, the Navy Yard, the Army Ordnance Depot at North Charleston, etc. I have inquired of a few people whether any women are being used in shell loading at the Charleston Depot but no one seems to know for certain. However all answers have been "no." I believe probably some loading is being done there by men at least. However Charleston is not a rural area of course.

The only other possible plant in this area for us to visit, perhaps, that is, in the artillery ammunition field, would be the Volunteer Ordnance Works which is under construction outside of Chattanooga. But the Regional Bureau of Employment Security has no specific information concerning the product to be made or whether women are involved. At the Labor Supply meeting it developed that the

Hercules Co. which is to operate the plant has refused to cooperate with the Tenn. Employment Service staff. I gather that this is probably a powder plant, and since it is not scheduled to be ready to operate before the last quarter of 1942, it does not seem likely that we should gain much information from a visit there at this time.

Unless you are interested in our visiting some other southern plants, we shall be ready to go to Ravenna as soon as Macon is completed. I am wondering whether you think any special type of letter should be written to the company and the commanding officer there to explain our visit. If not, please send the same type of letter which has been used for the other plants to the commanding officer and the plant manager so that we shall be identified.

Ravenna is in one of the Defense, Health, and Welfare regions in which Mr. Robinson is interested as regional recreation representative. The last time Miss Wolfe and I saw him in Chicago,— the time when he was not very friendly at the beginning of the interview, he said that if we planned to go to Ravenna, we should certainly call at the regional office of Defense, Health, and Welfare first in Cleveland. Of course we may have to go to Clevland to get from here to Ravenna, anyway, but I did ~~not know~~ am wondering whether Miss Magee is expecting me to see her before going to Ravenna, or whether you think it would be better to see her after our investigation has been made, or to have Miss Manning take all of our Ohio material back to Cleveland for a later conference with Miss Magee. Unless you have made other plans, I think it probably would be better for me to stop in Cleveland for a short time first, in order to get any information Miss Magee may have, and also to follow Mr. Robinson's suggestion since he so specifically made the request. He happens to cover two Social Security regions instead of one. Of course Mr. Robinson may not be in Cleveland at the time I arrive there, but he gave me the name of the Assistant Director of Defense, Health, and Welfare Services.

As you know probably Miss Wolfe is now engaged in the community survey for the Minden, La., area. I imagine she may finish there about the end of this week and so would be in Texarkana next week about the time we should be at Ravenna. According to present plans she can stop at Jacksonville, Arkansas after that and then go back to Kingsbury on the way East. This is assuming that Parsons, Kansas and the Kansas City regional office of Defense, Health, and Welfare are to be omitted for the present. But of course Miss Wolfe could go to Parsons from Jacksonville if that is desirable. If Miss Wolfe goes to Kingsbury she could easily go to Joliet, the oly disadvantage being that she did not make the first call there. Since our visit there I was told that the company had made a complaint that it could not hire all of the women it wanted, because they had no places to stay. Of course when we were there the company refused to take any interest at all in questions about housing. No doubt a copy of our detailed report could be mailed to Miss Wolfe and that would save a trip back there for Miss Thurman or me. Of course Joliet could wait for another few months if someone will be going back to the Middle West soon.

By the way, I am enclosing a small collection of clippings which may be of some interest, although some of them you probably have seen. I do not know whether the 10 plants for the Middle West are all ones of which we have not heard or not, of course.

The meeting of the Labor Supply Committee was very interesting. Mrs. Charlton said that she enjoyed it immensely and that she will be glad to serve if the Bureau is willing to have her attend only those meetings which are held in Birmingham. It developed that the meetings are held in many different places at times, since questions arise in Atlanta, Chattanooga, Jacksonville, etc. However about one in four is said to be held in Birmingham.Of coure Mrs.Charlton would be able to get the minutes of all of the meetings and to confer with Mr.McGinnis about problems which arise.Ordinarily Mrs. Charlton has been willing and able to leave her office for a day at a time because her son has been able to serve in her place,but he is about to leave for the Army sometime soon.However he is still in Birmingham or was last week.While he is still there it is possible that Mrs.Charlton could go to an occasional meeting nearby if her expenses were paid,although she did not say this. She is very interested in the work and of course seems to be known and admired by practically everyone one meets in Birmingham.I belive she would be able to help us considerably even though unable to attend a good many of the meetings. However I told Mrs.Charlton that I should report that she was willing to accept if it is agreeable to the Bureau for her not to promise to attend those meetings held outside of Birmingham.She said that she was going to write to Miss Anderson,too. Unfortunately Mr.McGinnis was ill the day of the meeting and so another man from his office had to serve as chairman.Mr.McGinnis might have been able to state defninitely about how many meetings are usually held in Birmingham.

As to the men in the confectionery industry who might be helpful on an industry committee,I find that my memory for names is none too good and that some of my notebooks which are in Washington would help.However I am attaching a sheet giving the names of some, and information as to how to find the names of others. Of course Miss Wolfe and Mrs.Hager really talked to more of the representative employers than I did,and so might know of some other men.

There are a number of other things,about the training of women and Negroes,which might interest you but I guess they should be left for another letter. However a representative of the Office of Education criticized Vultee at Nashville and said that it was considered to be running a " beauty shop," that its production has not come up to expectations, there is talk of an investigation, etc. This man, Mr. Walter Keys, said that the company will hire only very young and very good looking women. I should be interested in knowing what Margaret Kay reorted about this plant.

Sincerely,

Maretta Ziegler

P.S. Are all of the firms
making confectionery products
to be included in one wage order? - I
wonder how the candy men would
like that!

Community Facilities

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg
BUREAU Women's Bureau, Dept. of Labor
CHG. APPROPRIATION
March 20, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS MARTHA ZIEGLER
TUTWILER HOTEL
BIRMINGHAM, ALABAMA

LETTER FROM COMMANDER AT MACON CALLS FOR PERMISSION XXX FROM NAVY DEPARTMENT.

WE WILL ASK FOR SAME TODAY AND WIRE YOU.

BERTHA M. NIENBURG

10:45 AM

WOMEN'S BUREAU

March 19, 1942

Dear Miss Hienburg,

We are now waiting in the railroad station for a train to Atlanta. Unfortunately it seems to be well over one hour late, - reason unknown. - I think we are going to find Macon interesting, when we reach there shortly. It seems to be almost the only artillery ammunition plant which is hiring women trained in a pre-employment defense training course. Presumably all of the women being hired have completed this course, - which is called "machine operation". Apparently it consists of training on several types of assembly work, some weighing, and some sewing. - I hope we get a chance to make a tour of this school.

Last Monday I had a very long conversation with Miss Esther Bonnet in the regional

She said she would like to have some material emphasizing the needs of women workers since she has been thinking about these problems a great deal herself.

Miss Bonnet has just made an analysis of the Mobile reports, which is considered the problem area, but is now working on Flora.

I told Miss Bonnet that I believed you had had some correspondence with Mr. Roseman concerning our reports. She said she was going to ask Mr. Lyle to have Mr. Roseman request copies of our reports for this region from the Bureau. These would include, of course, Milan, Tenn; Flora, Miss; Huntsville, and Talladega, Ala; and Macon, Georgia.

Of course Miss Bonnet would really like some information about the individual firms, too, she understands that we gathered this information on a confidential basis. However the firm data

March 19, 1942

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Last Monday I had a very long conversation with Miss Esther Bonnet in the regional

Office of defense, health, and welfare in Birmingham. She has the job of compiling reports on the various communities in this region which are considered defense areas. — Rather she has been given the job recently of trying to compile general reports on communities from all of the various kinds and types of reports which come to her office. She uses reports of the various Defense, Health, and Welfare specialists in recreation, education, etc., housing reports, National Resources Planning Board reports, TVA survey, etc. However much of the material does not fit together very well because of the great variations in the reports available, not only as to subject matter but also in the period of time covered. Of course she also uses Employment Service data. — She is very anxious to get copies of our community surveys, and I think they might be of real help to her.

She said she would like to have some material emphasizing the needs of women workers since she has been thinking about these problems a great deal herself. Miss Bonnet has just made an analysis of the Mobile reports, which is considered the problem area, but is now working on Flora.

I told Miss Bonnet that I believed you had had some correspondence with Mr. Roseman concerning our reports. She said she was going to ask Mr. Lyle to have Mr. Roseman request copies of our reports for this region from the Bureau. These would include, of course, Milan, Tenn.; Flora, Miss.; Huntsville, and Talladega, Ala.; and Macon, Georgia.

Of course Miss Bonnet would really like some information about the individual firms, too, she understands that we gathered this information on a confidential basis. However the firm data which Miss Cannon has been compiling to go with the community survey might help. In fact I should think the type of report which we agreed to send to Federal Security & U.S.O. would be the best kind of material to send.

Since Miss Bonnet has had very little opportunity to find out what women do in a shell or bag loading plant, I think ~~Miss Bonnet~~ would appreciate a copy of the artillery ammunition report. However Mr. Lyle also requested copies of our bulletins on occupations for women in aircraft, artillery ammunition, small arms, and instruments, and so if the supply is low, I judge Miss Bonnet could use the material sent to Mr. Lyle. (R. H. Lyle, Regional Dir., Social Security Bd.)

Sent

In fact we get many requests for information and I do believe something of value could be compiled from the material concerning plants and communities which we have already visited. One Army personnel officer recently begged my one copy of the artillery ammunition report, and so if you could have one copy at least sent to me at the

Hotel Dempsey, Macon, where I expect to be in a day or two, it would be helpful. (By the way, the copies of your letters to Macon reached me today).

When I started to work on the reclassification blank I found two or three warnings not to fill it out without consulting the official instructions. Therefore it seemed best to write to Miss Larrabee for them. I really wish I hadn't written for the instructions, because the suggestions you gave seem much clearer — and also more feasible. However I hope to sit down long enough in the next day or two to get the blank sent to Miss Larrabee.

(Our train is still not here).

Sincerely,
Martha Ziegler

File Government
[illegible]

March 17, 1942

Miss Martha Ziegler
Tutwiler Hotel
Birmingham, Alabama

My dear Miss Ziegler:

As you requested, letters have gone to the Navy Fuze Loading Plant officials. I am asking Miss Larrabee to write you about the dollar-a-year people as she has the arrangements well in hand. As far as duties are concerned it is primarily to attend the Labor Supply Meetings to see that women's interests are kept to the fore at those meetings and to report to Miss Anderson concerning conditions and complications that arise so that we can send a specialist to care for them. We would hope to have someone available to work in this region continuously but cannot promise this for the present.

Now another matter --- The Wage and Hour Division has asked us to recommend members of the industry to serve on the confectionery committee. They expect to throw confectionery, chocolate and gum into one meeting. That means that representatives should be suggested for each group. As they will consider only firms engaged in inter-state commerce, we need not suggest retailers who do not have large inter-state businesses. However, we should have some retailers on the committee. Will you make the suggestions to us from your contacts. I feel you know which men were men of good judgement and would do constructive work on such a Committee.

With best wishes,

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

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Miss Wendt -

Miss Anderson will write Judge Charlton about her appointment.

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be sufficient.

Miss Thurman expects to arrive in Birmingham in a few hours. We shall spend Monday and perhaps most of Tuesday finishing up the Hunstville report but I believe Miss Thurman will probably go on to Macon ahead of me to begin seeing people in the community. As soon as the Labor Supply Committee meeting is over I shall plan to leave for Georgia, although possibly some calls will need to be made in Atlanta before I go to Macon. At least I should like to stop long enough to call at the State Labor Department, the Regional Housing Office, and perhaps one or two other places.

I talked to Judge Charlton this morning and she said she would go with me to the meeting on Wednesday and perhaps would know after that more about the plans for the committee, how often she would be called upon to attend any type of meeting, etc. However she seems very favorably inclined toward representing us and said she believed she could if it would not require very much time away from Birmingham. I told her that we should like very much to have her represent us in Birmingham and that of course we could not expect her to neglect her own work. I did not know whether the Bureau would be able to send an agent into this region very often, to collect labor supply information, but told Judge Charlton that if a particularly acute situation developed, which required special investigation in her opinion, it might be possible for the Bureau to send someone into the area to get information for her to present to the Regional Committee.

Mr. McGinnis has told me that it will not be necessary for Miss Anderson to write to him about Mrs. Charlton's attendance at this first meeting but

Tutwiler Hotel
Birmingham, Alabama
March 14, 1942

Dear Miss Nienburg,

Will you please make whatever contact you think is necessary with the Navy Department with reference to the Naval Fuze Loading Plant at Macon since we may be ready to go there the end of this coming week. Perhaps, as we have done with the Army, a letter to the Commanding Officer representing the Navy Department at the Plant and a letter to the plant manager (the Reynolds Co. is operating the plant I am told) will be sufficient.

Miss Thurman expects to arrive in Birmingham in a few hours. We shall spend Monday and perhaps most of Tuesday finishing up the Hunstville report but I believe Miss Thurman will probably go on to Macon ahead of me to begin seeing people in the community. As soon as the Labor Supply Committee meeting is over I shall plan to leave for Georgia, although possibly some calls will need to be made in Atlanta before I go to Macon. At least I should like to stop long enough to call at the State Labor Department, the Regional Housing Office, and perhaps one or two other places.

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Of course an official appointment would come through Miss Anderson and Mr.Hillman.

Before talking to Judge Charlton again I should like to know a little more about how much time we should like to have her spend on our work, or whether this will depend uponthe amount of time she can give.Also I presume the same arrangments with reference to expenses,per diem,etc.,would exist as those established for the other regional representatives.If you have some of the material which has been sent to the other regional representatives,it would be helpful to have some of that to give to Judge Charlton.

I am sorry to be a little ignorant about the exact arrangments for the dollar-a-year women and was glad I had attended some of the Washington meetings and read a good many of the minutes of the Labor Supply Committees before seeing Judge Charlton. I do believe that some people in this region are interested in employing women but suspect that training opportunities are still quite limited.However this is only an impression gained from a couple of state vocational education men I happened to meet at Huntsville.

Sincerly,

Martha Ziegler

P.S. I wrote to Miss Larrabee about amending our travel authorizations to include Georgia - and presume she will get my letter Monday - but she might, not since the mail service appears to be slow at times.

March 12, 1942

Miss Martha Ziegler
Tutwiler Hotel
Birmingham, Alabama

My dear Miss Ziegler:

We had a telephone call from Major General Porter's secretary asking when you would be in Huntsville. We told him within the next week or two so I am sure letters went although just when is doubtful.

We are writing letters to Minden, Louisiana, Texarkana, Texas, and Jackson, Arkansas, stating Miss Wolfe will cover these places.

The Red Star Ordnance Depot is a powder plant and employs no women. The plant being erected in Wisconsin is also a powder plant and will have no women. As we have no word of the other plants you mentioned, apparently these data are being kept out of general newspaper reports.

Miss Anderson suggests that you attend Mr. McGinnis' meeting and take the Judge with you. I am assuming that you talked to her and know whether she was interested in serving for us. If she is and you are able to give her the background information, please advise Miss Anderson so that she can be put on a dollar-a-year basis. I think we need someone in this Southern Area badly for, unquestionably, women will be employed in all these shell loading plants.

When your southern assignments are completed, I hope you will stop at Ravenna. As you know, the attitude of the plant was that they would not assign any women to the dormatories until food had been supplied and there seemed to be no agreement as to who was to supply the food. That was back in January. Miss Rowe had no later information. It is a delicate situation but I think probably if you go to the plant for us and take the plant schedule you may get a viewpoint that is worth while.

Margaret Kay Anderson is in Ohio this week visiting the Curtis Wright Company at Columbus and the Goodyear Company in Akron, both of which are engaged in aircraft work. She will also see Miss Magee in Cleveland. Miss Magee is anxious that we call a meeting of union women and other women's organizations to consider the whole Ohio situation. I believe Miss Anderson wrote her that we would like to postpone this until Miss Manning would be back on the job. Both you and Margaret Kay Anderson will bring in some Ohio information but I would feel we need to have the whole Ohio situation reviewed before such a meeting were called.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

P.S. - Naval Fuse Plant at Maum. Please visit

Miss Neuberg

files

From survey report on Jeffersonville Indinan.

"Mrs. Hughes, Head of County Welfare, stated that an additional need was a Detention Home for the young girls, 16 years and under, who were found in this area. They come in from Kentucky mountain section, particularly, expecting to get work but due to their age, can't get a job and dire consequences result. It is against the law to put them in jail but no other building is available. Mrs. Hughes said no large home was needed but they did need some place to take the girls put under their custody."

[illegible]

((From another place in the original report on Charlestown Indiana)

" Mrs. Hughes stated that a small DetentionHome for girls 16 years and under, was badly needed. These girls come in, particularly from Kentucky, expecting to get work but cannot due to their age, and as a result get into difficulties that eventually bring them under the custody of the Welfare Board. The only place to keep them is the jail. It is really against the law to put them in jail but that is the only building available."

Mrs. Janet Burgoon, Regional Representative
Division of Social Protection
Office of Defense, Health and Welfare Services
105 West Adams Street. Room 521
Chicago, Illinois

My dear Mrs. Burgoon,-

Miss Ziegler, one of the Women's Bureau field agents wrote that you would like a copy of the paragraphs xxxxxxxxxxx of the survey of the Charlestown Indiana area that pertain to the problem of youngadolescent girls The following paragraph appeared in two different places in the Charlestown Jeffersonville reports:

As not sent

Ivan Allen-Marshall Co. Atlanta, Ga.

DINKLER HOTELS
DISPENSERS OF ... SOUTHERN HOSPITALITY

THE O. HENRY
GREENSBORO, N. C.
THE ANSLEY
ATLANTA, GA.
THE ANDREW JACKSON
NASHVILLE, TENN.
SAVANNAH, GA.
THE TUTWILER
BIRMINGHAM, ALA.
THE JEFFERSON DAVIS
MONTGOMERY, ALA.
THE ST. CHARLES
NEW ORLEANS, LA.
CARLING DINKLER PRESIDENT

Written from THE TUTWILER HOTEL
R. BURT ORNDORFF, V. P. AND MGR.
BIRMINGHAM · ALABAMA

March 12, 1942

Dear Miss Arinburg,

Probably you have already written to the ordnance plants which I mentioned in my last letter. However, after talking to a regional NYA man, after the meeting today, I began to wonder again about the Jacksonville, Arkansas plant. — I remember that last fall we did not have this plant in the card file which Margaret Kay Anderson had assembled. However Miss Stitt received a letter about a plant to be built at Jacksonville, Ark. and checked with Capt. Weber about it.

He called back to report such a plant was being built, to make forges, primers, etc., and so Margaret Hay added it to the files — No one else has ever mentioned this plant to me, and today the N.Y.A. man seemed to think that the plant at Jacksonville is really one of the two which are considered near Texarkana.

However according to the Labor Supply Committee minutes both the Lone Star Defense Corp. and the Red River Ordnance Depot appear to be near Texarkana. No doubt the mystery will clear up in time, but if by chance you haven't written the letter, perhaps you will want to check again.

Miss Wolfe sent me a few notes about Flora which I was glad to have for the meeting here. Also she sent me the Wolf Creek Report since

THE O. HENRY
GREENSBORO, N. C.
THE ANSLEY
ATLANTA, GA.
THE ANDREW JACKSON
NASHVILLE, TENN.
THE SAVANNAH
SAVANNAH, GA.
THE TUTWILER
BIRMINGHAM, ALA.
THE JEFFERSON DAVIS
MONTGOMERY, ALA.
THE ST. CHARLES
NEW ORLEANS, LA.

there does appear to be a housing problem there. I'll send the report to you soon. It is very interesting, particularly the part about women's dormitories to be available on the plant grounds.

The trouble at Flora, Miss. seems to be partly at least because the community believes Negroes are to be employed for the main working force at the plant. I did not have that impression from the Employment Security Report here but am glad to know about the problem at this

Community Re.
Dept.

March 11, 1942

Miss Martha J. Ziegler
Russell Erskine Hotel
Huntsville, Alabama

My dear Miss Ziegler:

I am enclosing a copy of the report on the return visit to Elkton which Miss Nienburg asked me to send you. I went to Dublin last week, and that report will be typed and sent to you tomorrow.

Hope everything is going well with all of you.

Sincerely yours,

Mary Cannon.

February 14, 1942

Miss Martha Ziegler
Rock Island, Illinois

My dear Miss Ziegler:

I am enclosing a fuller report on the set-up of the Homes Registration Division and a list of their field offices thus far established.

I have in my file, lists of the Farm Security Administration Regional Representatives for Defense Housing - and lists of Regional and Field Recreation Representatives of Federal Security. Do you have copies of these lists? If not, do you want them? Miss Wendt told me she is sending you a copy of the set-up of the Office of Health and Welfare Services that we received from Alvin Rosenman, Director of the Program Operation Branch. It will help when Kingsbury settles down into some sort of a pattern, won't it?

Sincerely,

Mary Cannon.

Enclosures
MC:MNO

DEPARTMENT OF LABOR

Memorandum: To Miss Anderson
From M. Cannon

Re: Glenn Martin plant

Mr. James H. Woodall
Regional Employment Security Representative
Room 1011
1025 Vermont Ave. N. W.
Washington

Reported at the Confernece of Region IV. oof Federal Security on Labor Supply-

That Glenn Martin is using women very successfully, the women are doing a "swell" job; have more than come up to expectations.

The plant needs and wants more women. They want a a bout 1000 more women for training courses. The employment office has run ads. in the Baltimore papers; that women are not responding." Real job need to be done in educating women so they will train for and take war industry jobs."

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

February 13, 1942

To: Miss M. Cannon
From: Bertha M. Nienburg

1 Will you call Mr. Roseman and ask if he will name someone to come to our office and go over with you the type of reports we make and what material would be essential for them to have. If you have conferred with them, let me know of their needs so that I can O.K. any transfer of material. – Back Tuesday

2 As to the Sherwin-Williams letter. There is no question that lack of housing for supervisory people causes a bottle neck. However, I think we need to go into this further before we make this our province. We have not as yet taken time to consider this angle of defense plant needs.

3 As to the rotation of shifts for women -- I think we can use our Industrial Committee on this. My idea would be to ask their opinion on having the shifts changed monthly. If they agreed, we could put out a statement that this seemed advisable. 37

Miss Stitt is considering a statement - (consulting with Labor Standards)

Miss [illegible]

Feb. 7, 1942

Miss Martha Ziegler,
Congress Hotel,
Chicago, Ill.

My dear Miss Ziegler:

I am enclosing typed copies of the "General Outline" and of the report of the visit to the Rooms Registration office.

Miss Spring made a change in the routing of reports from Miss Larrabee's office where the mail is opened; the reports will go directly to Miss Spring to be noted as received in her card file; from there to Miss Nienburg - from Miss Nienburg to me - and then back to Miss Spring for filing.

I have taken off material from the Burns City report for the U.S.O. people.

Mr. Shark of F.S.A. went yesterday to Kingsbury - so we should have the latest information soon.

Hope you had a good trip out.

Sincerely,

Mary Cannon

Enclosures
MC;am

February 5, 1942

My dear Miss ~~Zeigler~~, Wolfe

I thot you might like to know what is happening to some of your questions and suggestions.

The name of Miss Schmidt, W. P. A. is being kept in a prominent place in the file.

About sending copies of the report to Major Walker about the dormitories to Mr. Howard Wolaver and Miss Schmidt - Miss Nienburg did not think it advisable.

Miss Nienburg will take up ~~this~~ with Miss Anderson the first of the week the request of Miss Dickey, Y. W. C. A. Saint Louis that the Women's Bureau do something about rotation of shifts. Miss Nienburg seemed the think something should be done. I have copied the part of your letter for her about this.

Mr. Shane of Farm Security Administration went to Kingsbury this week. Let us know if you get any new information about the dormitories, eating and recreational facilities there.

The shortened and summarized reports on the Charlestown, Kingsbury, and Burns City areas are ready to be typed for the U. S. O. people.

Sincerely.

Community Stud

HOTEL RUSSEL ERSKINE

HOTEL RUSSEL ERSKINE

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MODERN COFFEE SHOP

HUNTSVILLE, ALA.
POPULATION 30,000

J. E. QUINN
MANAGER

MEN'S BUREAU
11 1942

March 10,1942

Dear Miss Nienburg,

The information which I obtained from the Employment Service concerning the bag plant at Talladega really appeared to be very good and to check closely with data given by the plant. However something appears to be decidedly wrong here at Huntsville, although our plant investigations are not complete yet and we may be able to clear up the mystery. According to the Army officers we have seen thus far, some women are going to be used in production but not in nearly as large numbers as the Employment Service Reports indicated. We shall try to find out more later.

Also, although I thought we had tried to find out the exact relationship between the Huntsville Arsenal and the Redstone Ordnance Plant and had understood that both were under the Chemical Warfare Service, we found that actually the Redstone Ordnance is a part of the Ordnance Division of the War Department. But the officer who is second in command said that very few people, even in Huntsville, have the matter straight, and he was very nice about answering all of our questions that he could answer, about occupations, production, etc. However the personnel men at both plants are at a Civil Service meeting in Atlanta and return visits will have to be made tomorrow to get all of the information we want. I thought that it would have been better for us to wait a little lomger before coming to Huntsville to give General Porter more time to answer your letter if he wished to, but I could not find out enough about Macon to make a trip over there from Talladega and besides there did not seem to be enough time before the meeting on Thursday. I do not believe that General Porter has written to the Arsenal but all of those people we have seen were very cooperative.

Perhaps at the Birmingham meeting the people from Georgia can give me more definite information on Macon. The Employment Service estimates that there will be 1500 women employed at the Naval Fuze Loading Plant and probably a good many more if the plant is expanded. People who have been in Macon state that living conditions are very crowded and that it is a "critical area", but this is mostly because of a large army camp, a very large airfield, and one or two other military establishments which are near Macon. As yet I do not know whether the Navy Plant is right in Macon or in the country near it. Probably it is in the city since a fuze plant might not need to occupy very much ground space. After I get back to Birmingham I am hoping to be able to get at least a little more information before making the trip. By the way, if we do go to Macon, our travel authorizations will have to be amended.

Miss Wolfe wired me giving me her address in Jackson, Miss. but as yet I have not had time to hear anything more from her with reference to Flora. We talked about the relative advantages of

HOTEL RUSSEL ERSKINE

going to Flora or Minden, next, over the telephone one night last week, but I did not think any definite decision had been reached. I believe we did say, though, that if Miss Wolfe were not going to San Antonio, perhaps she could go to Flora next since it appeared to be more feasible to go to Jackson from Memphis and from there to the Shreveport-Minden area. Perhaps she will be able to send me some word concerning Flora while the meeting is going on in Birmingham. However I believe it is best, particularly on the basis of geography, for the same person to go on to Minden and Texarkana. Therefore will you please send letters for Miss Wolfe to the commanding officers and the plant managers at Minden and Texarkana, I have never had the exact name of the Minden plant but the one at Texarkana, Tex. is called the Lone Star Defense Corporation and is operated by some part of the B.F.Goodrich Co. There is also another plant near Texarkana, apparently, called the Red ~~xxxxx~~ Star Ordnance Depot but whether this is a powder plant or a government depot I do not know. NO

If we cannot get good information about Macon from a distance perhaps in Birmingham it will be best to go there since we shall be fairly near. However if we do not go there Miss Thurman and I should be finished with our work in the vicinity by very early next week. Probably Flora, Miss. will also be done which would leave about two weeks work for Miss Wolfe at Minden and Texarkana, ~~probably~~. Of course Miss Thurman and I could go to Jacksonville, Ark, but it would be less expensive for Miss Wolfe to stop there on her way back. Letters should also be written to this plant, by the way, which I failed to mention above. The name I have is the Arkansas Ordnance Works.

Do you think that we should omit Parsons, Kans. for the present? Some men were finishing training at Savanna, Ill. and were going back to Parsons when I was in Savanna but I doubt if the plant is operating yet. Have you heard whether the dormitories at Ravenna are finished? If so, perhaps it is time to go there. I believe someone should go back to Kingsbury to see whether women are living in the dormitories there and perhaps a visit could be made to Joliet at the same time. Probably it would be best for one person to do this. It seems doubtful whether Crab Orchard will be ready for a return visit very soon.

Before I forget, Miss Rowe, as I understand it, is supposed to be a general consultant for the Federal Security Agency, Recreation Division, on women's and children's recreation, as well as the Regional Recreation Representative for one area. She has been to Ravenna and to Talladega. ~~Flora~~. Miss Leslie is an assistant to Miss Rowe. Since Miss Rowe is also still employed by the Children's Bureau naturally she cannot cover all of the territory herself very frequently.

The site of the new Wabash Ordnance Plant in Vermillion County, Ind., came into view as we were on the train coming South. It appeared to be at the stage where sewers are being dug, and roads being constructed. Although it was originally announced, I believe,

HOTEL RUSSEL ERSKINE

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J. E. QUINN
MANAGER

as a powder plant one newspaper clipping reported that a bag loading plant might be added. The Wisconsin Ordnance Plant at Merrimac, Wis. is still in the early stages, too. By the way I have no details concerning the two plants to be in Nebraska, One is to be called the Cornhusker Ordnance Works at Grand Island Nebraska, (site selection announced Feb.13, 1942) and the Nebraska Ordnance Works at Wahoo, Neb. Actually I do not know whether this latter plant is to make bombs or bombers. However Miss Rowe probably knows about these plants if you do not happen to have other definite information. Two plants were announced on Feb.17 for Illiopolis, Ill. One is for "bomb fuzes" and the other for small arms. Also the site has been selected for the Green River Ordnance Plant in Lee County, Ill, near Dixon, but I believe this is to be a powder plant. Of course there are rumors that five more plants are going to be put in this southeastern area but we have heard nothing definite and seen nothing in the local papers.

As far as we can discover nothing very much is being done by any agency to provide more satisfactory eating facilities. Sometimes it is a question of no satisfactory places near living quarters and often it seems to be poor quality of food in the existing places. Of course we hear constant complaints about the more reasonably priced eating places from the people we interview in these areas, especially those who are newcomers. Numerous people have said that a really good restaurant or cafeteria could put many of the others out of business. However as far as I know the provision of eating facilities does not seem to be the responsibility of anyone particularly except that some health departments of course are supposed to check certain health requirements of the restaurant workers. Several people have been concerned about the problem of getting suitable waitresses at low salaries in communities where defense plant work is available to young women.

Mr. Marley did answer my letter saying that there was to be a meeting in San Antonio but I wrote him that no one would be in that area so that she could attend. However he understood that it was problematical whether anyone could come. After Miss Wolfe's reports on Minden and Texarkana are in, perhaps he would be able to send you a file of the serial letters for his region so that we could check the facilities recommended, approved, etc.

I wrote to Miss Anderson telling her that Mr. McGinnis really seems to expect a representative of the Women's Bureau to attend the meetings of the Regional Labor Supply Committee in his area. There is a meeting in Birmingham March 18. I did not know whether plans are being made to have a regional representative or whether it would seem advisable for me to try to arrange to go this one time.

Unless something very unexpected happens, I can be reached at the Tutwiler Hotel in Birmingham from Wednesday night through Saturday at least. Miss Lemman probably will come to Birmingham Thursday or Friday. Please pardon this letter, which is really too long.

Sincerely, Martha Ziegler

Community Nu

HOTEL RUSSEL ERSKINE

HOTEL RUSSEL ERSKINE

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J. E. QUINN
MANAGER

WOMEN'S BUREAU
MAR 11 1942
DEPARTMENT OF LABOR

March 10,1942

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

Dear Miss Anderson:

I happened to telephone Mr. James H. McGinnis, Regional Labor Supply officer in Birmingham (his office is in the Chamber of Commerce Building), when I was in Talladega the other day. Immediately he said that there is to be a meeting of the Labor Supply Committee for his region at 9:30 the morning of March 18 in the Thomas Jefferson Hotel in Birmingham. Mr. McGinnis seems to expect a representative of the Bureau to attend these meetings since he received a statement from Washington concerning the agencies to be represented on the Regional Committee.

Perhaps you have already written to Mr. McGinnis, but in any case I think he would be pleased to have the Bureau represented if that is possible. I expect to be in Birmingham at the Tutwiler Hotel March 12 to 14 and should be glad to see anyone whom you might plan to have represent the Bureau. Of course, if you think it advisable, probably arrangements could be made for me to return to Birmingham for the meeting on the 18, although normally I should not plan to go back there again after this week, and might actually be two or three hundred miles away by that time.

In Alabama, as elsewhere. the does appear to be quite a lot of interest now in women workers.

Sincerely,

Martha Ziegler

Community
filed.

March 10, 1942

Miss Cannon:

Will you send to Miss Ziegler copies of the Dublin, Va. and Elkton, Md. reports recently given to me.

Bertha M. Nienburg

BMN:LW

Community
Fac.

March 5, 1942

Miss Martha Ziegler
Purefoy Hotel
Talladega, Alabama

My dear Miss Ziegler:

Margaret Kay Anderson had covered the Chickasaw Powder Company operated by duPont and also the National Fireworks Company at Cordova, Tennessee. The duPont plant had only 50 women in the Office.

It has been our practice to have Margaret Kay take any plants in the cities in which she goes for aircraft when they are not listed as government owned, rural bag loading and shell loading plants. I thought the duPont was as she found it but was not sure so asked her to check on it. I wired Miss Wolfe not to go to San Antonio for it seemed to me too far away from our field of operations. Distances are long and she had no Texas background. The outline you made for her of Minden, Louisiana, Texarkana and Jacksonville would seem to be good. However, I will leave it to you. We need to know who is to go to these plants and also your schedule so that we can send letters ahead of you. Will you wire us about this?

One of the questions which puzzles me is that concerning eating facilities. Miss Cannon came back from Dublin which she reached in a heavy blizzard. Only five girls were in the dormatory but that night 30 had to stay and liked it. A wing of one building in the girls' section has been set aside for recreation. Ping Pong tables, writing tables and shuffle board are planned. They also have a middle aged man and his wife to take charge of recreation for the dormatories. This is in addition to the woman who will direct the women's dormatory. Steel cabinets with locks have been provided for clothes. The only eating place is in the company cafeteria. The company picks up the girls by bus but it does not seem to be entirely satisfactory.

Have you found out whether the food situation is any one's responsibility? It would be my suggestion that when we have made this initial survey of rural plants, we should work up a statement of what must be done to bring about an effective use of women in rural areas. This should start from a definite determination by the company of the numbers of each sex to be used and a determination of whether that number can be procured. From all your reports I feel that a major difficulty has been the failure of careful planning of needs and allotment of responsibility. This could be sent out to the companies who are to operate the new plants with letters stating we would be willing to help anywhere along the line.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Community Work

Purefoy Hotel
Talladega, Alabama
March 4, 1942

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D. C.

Dear Miss Anderson:

Miss Larrabee has sent me the re-classification forms to fill out and I shall try to return them within a few days.

Naturally I appreciate very much your interest in this matter and want to thank you for your nice letter. In fact I feel that everyone in the

Bureau has been very kind and helpful to me from the beginning.

When we return to Birmingham, I shall surely call on Judge Charlton.

No doubt you and Miss Nienburg will be interested to know that both Major Rowden and the officials of the operating company were most cooperative when I returned to the Coosa River Ordnance Plant today.

Sincerely,

Maretta Ziegler

Community Needs

WOMEN'S BUREAU
MAR 5 - 1942

Purefoy Hotel, Talladega
March 4,1942

Dear Miss Nienburg,

My letters seem to have been rather long lately but I probably should have written another one in the last day or two to report on the present state of our progress,-and our more or less tentative future plans. A letter came from Miss Wolfe yesterday in which she said she asked about going to San Antonio. We had discussed this tentatively. However I'll try to give you a brief summary of the situation as it appears right now.

Miss Thurman and I have practically completed our survey of the Talladega, Sylacauga, Childersburg area. I am going back to see Major Pruden this afternoon and, if he refuses to see me, shall ask to speak to someone in the company directly. I expect to get very little from Major Pruden but really believe that we have all of the really essential information for our firm schedule already. However I should like to talk to the company about its training program and the hours of work particularly. The local Employment Service manager appeared to have very definite information concerning the number of employees, beginning date of production, etc. Also his figures agree very closely with some given me by the local U.S.O. worker who has made friends with one of the production line bosses, the purchasing agent, and some others who have been coming to the U.S.O. center. Of course I hope we can get something from the company directly,-and there certainly are some problems about which the company must be concerned.

When Miss Thurman and I leave Talladega in a day or two we shall plan to go either to Macon or Huntsville and then back to Birmingham in time for me to attend Mr. Lyle's meeting. If it seems best to go to Macon now, we shall of course go through Atlanta, and I should like to stop there long enough to see the regional director of the housing office there. (I don't know what the name of the office would be now). Also we were given the name of a woman there in the District Civil Service Commission office who is said to have very good information concerning the women inspectors who are to be hired, the government plants which are considering using them, etc.

After the Birmingham meeting we could finish up this immediate area rather shortly. For that reason I wrote Miss Wolfe a couple of days ago to inquire whether she felt that the problems at Wolfe Creek were serious enough that she needed to come to Birmingham for the meeting. I have had the general impression from her letters that she thought things had been managed rather well at Wolfe Creek thus far. If Miss Wolfe does think she needs to come to Birmingham I suggested that she might go to the Mississippi Ordnance Works at Flora, which is near Jackson. Miss. Since Jackson appears to be almost directly south of Memphis, I thought Miss Wolfe could go to Jackson from there and then meet us in Birmingham. However since Miss Thurman and I could also reach Flora fairly easily in a few weeks and since it is not ready to operate as yet, I thought perhaps Miss Wolfe might as well go from Memphis to Minden, La., which is near Shreveport, or to Texarkana. The Minden plant may be just about finished although I have no definite information which is recent. If Miss Wolfe goes to one of these plants next, I thought she might perhaps attend the San Antonio meeting since both of these plants are in that region✓. Then Miss Wolfe might start north again and stop at the plant supposed to be at Jacksonville, Arkansas, near Little Rock and go from there to Parsons, Kansas, and Kansas City if that seemed advisable.

✓ Of course San Antonio is still almost 400 miles from Shreveport according to my map.

idea of these

In the meantime Miss Thurman and I could go to Flora, and then perhaps go to Ravenna, if the time seemed right, perhaps stopping again for a day or two at Charlestown, Ind., on the way. Then we could perhaps meet Miss Wolfe again in the Chicago region. Of course all of this is very tentative and you may think a different schedule advisable. There are going to be quite a number of new plants in Indiana, Illinois, Nebraska, and other Middle Western states later but most of these are still in the very early stages of construction at best.

As you no doubt remember Miss Wendt did send me a note a number of weeks ago saying that you had been notified concerning the regional meeting in San Antonio on March 13 and 14. Last Monday I wrote to Mr. Marley, the regional director, to inquire whether it was still the plan to hold the meeting at that time and whether a representative of the Bureau might attend, but not saying definitely whether we could send anyone or not. I thought probably it was not necessary to bother you about this and also that because of the distances involved, a reply would necessarily be delayed considerably in reaching me. If you think it is definitely better for all of us to remain in the same general region, Miss Wolfe can go to Flora as her next assignment. I had not heard that Margaret Kay Anderson had visited the plant at Cordova, Tenn. and our meagre information seemed to indicate that this plant was probably making the type of 20 mm. projectile which is considered artillery ammunition. That is the main reason why Miss Wolfe went to Memphis from Jackson which I judge is fairly near. However I suppose that Miss Wolfe would have had to go through Memphis anyway to reach Jackson, Miss., or Shreveport, or Texarkana.

The main problem now in the Talladega-Sylacauga area appears to be housing,-and this is closely related to transportation difficulties The local Employment Service man said that until recently no one was willing to consider the need for dormitories for women, but lately there has been a change in the attitudes of a number of people. The Employment Service man definitely believes that dormitories will be needed because the supply of women for the bag plant is not going to be adequate unless women are brought in from beyond the commuting area. Some people in Sylacauga are also interested in a dormitory there. The office workers at Du Ponts and the girls working in the government offices are commuting from Birmingham in most cases and it does not appear to be very satisfactory. Mrs. French Craddock, Sr., is chairman of the city planning board of Sylacauga and she and her husband, who is a doctor, and a member of the school board, are two of the very influential citizens of the town. Mrs. Craddock is very much interested in some type of desirable dormitories for women in Sylacauga. She apparently also has some political connections and one person told me that Mrs. Craddock had written to Mrs. Roosevelt about the need of a dormitory. At any rate a man from the regional office of Defense Housing in Atlanta appeared in Sylacauga a couple of weeks ago to see Mrs. Craddock and showed her plans for the demountable dormitories,-apparently the plans revised at the time of our conference with Mr. Sharp. Mrs. Craddock seemed quite pleased to know that such plans existed although you will be interested to know that she thinks smaller units for a few women, with a kitchen for each unit, would be desirable, and that it is undesirable to have all of the bathroom facilities in one place.

As I wrote you Miss Leslie, Miss Rowe's assistant as consultant on women's and children's recreation, has been here recently. According to several reports she spent quite a lot of time talking to people about housing. Also, according to Mrs. Craddock, Miss Leslie told her that the only type of dormitory available for women was a two story structure with concrete floors, with small "cubicles". Mrs. Craddock did not seem to have a very clear idea of these buildings but said she knew she didn't want anything like that. Perhaps she misunderstood Miss Leslie completely. However Mrs. Craddock is very interested in the type of building described to her by the housing man. Of course I told her a little about our investigation of the dormitory problem, that some changes which seemed desirable were being made ,etc., and was very glad to have a chance to talk to her. There are more details to give concerning this housing problem, of course, which we shall try to cover in our report for this area. Local room rents do appear to be very high and rooms are very scarce.

The blank concerning the reclassification came from Miss Larrabee this morning. I appreciate the interest you and Miss Anderson and Miss Larrabee are taking in the matter and shall send the blank back shortly. If I do not seem to have put in the essential material please let me know.

Sincerly,

Martha Ziegler

P.S. I judge Miss Wolfe will probably be ready to move from Memphis in a few days, although she still had to finish writing up her Wolf Creek Report when I last heard from her.

Economy of
Industry

March 3, 1942

Miss Martha J. Ziegler
Purefoy Hotel
Talledega, Alabama

My dear Miss Ziegler:

Miss Nienburg asked me to send you several paragraphs from a letter from Miss Hooley of the National Catholic Community Service.

"As shown in this survey, we have two N.C.C.S workers in the Walkertown-Knox area. Under the auspices of the Women's Division of the N.C.C.S. they are planning to open a U.S.O. Club there in the very near future. The director of the housing unit has offered them one of the apartments ~~are~~ as the beginning set-up until more adequate facilities can be obtained. The director is also investigating the possible use of a store for activities.

"In copperation with the Y.W.C.A. the N.C.C.S. staff member is working with groups in Jeffersonville and Charlestown in the hope of enlarging the program.

"To date we have done nothing in Burns City, Indiana, but one supervisor in that area will watch the situation and we shall be very glad to be of service if the need is evident."

I went back to Elkton, Maryland Wednesday and Thursday; and will probably go to Dublin next week.

Miss Rowe cameto see Miss Nienburg this morning. She is going to arrange for Miss Radin and me to meet next week.

Hope everything is going well with you.

Yours sincerely,

sm

Mary M. Cannon

March 3, 1942

Miss Martha Ziegler
Purefoy Hotel
Talladega, Alabama

My dear Miss Ziegler:

I omitted to tell you that Miss Rowe came in last week. While she is Regional Director of Recreation for Women and Children in the Minnesota area, I rather think she hopes to widen her coverage. At any rate she asked whether our reports would be made available to her. We have agreed that she may come down and look at such reports in Miss Cannon's office. This would give her a broader picture of conditions than she is getting.

A member of Mr. Roseman's staff called on Miss Cannon. She went over with him the type of work we were doing. He said the Washington office was not interested but asked that we confer with the Regional Office and make our recommendations to them. Of course, you are already doing this so that it does not need any new development.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

March 2, 1942

Miss Martha Ziegler
Purefoy Hotel
Talladega, Alabama

My dear Miss Ziegler:

You have had copies of our letters to Major Pruden and Major General Wesson. I doubt whether we will hear from Major Wesson. He is one of the most important figures in war production. While there must be someone in his office to take up matters of this sort, our old friend, Major Rodgers, has disappeared from the scene. However, maybe it will all be taken care of by our letter direct to Major Pruden. I would not press him, however, to allow you to go through the plant. If it comes easily, all right. Miss Thurman will have another chance to see what bag loading is.

I am having Miss Cannon look over Miss Wolfe's notes about the stray young girls coming up to the Charlestown area. Personally, I do not think we should act on any information that is hearsay. We must, ourselves, know that a condition exists before we are in a position to follow up. We will be glad to send any of Miss Wolfe's notes to the lady mentioned but unless Miss Wolfe herself investigated the situation, I do not think we should act upon it.

Miss Wolfe brings up a matter in her letter and that is about speaking to local organizations. In the first place, orders have been issued that no one can make an address without having it censored first by the President's Office of Facts and Figures. That ends all impromptu speech making. As for informal talking - There may be times when organizations can be helpful in relation to community needs. To this extent it might be valuable to discuss situations with them. However, there is so likely to be a publicity person at a local meeting who will want to publicize the visit that caution is more important than creating good will. I shall write this to Miss Wolfe, too.

I am interested in your statement about inspectors. Are there two grades? We were told that Ordnance was asking for women at $1620. They were expected to have three years of college with mathematics, physics or chemistry. Those you spoke of would be in a lower classification. Anything you can get on this matter and to know whether the local Commandant makes the determination would be helpful.

Sincerely,

BMN:LW

Bertha M. Nienburg,
Assistant Director

WOMEN'S BUREAU
MAR 2 - 1942
DEPARTMENT OF LABOR

Community Studies

February 28,1942

Dear Miss Nienburg,

No doubt you have heard about our difficulties with Major Pruden at the Coosa River Ordnance Plant here at Talladega. When Miss Anderson told us last fall to let the office know if we had any trouble, I thought we might have to write very soon, but when some difficulty finally did arise, it really seemed surprising. Yesterday we went to visit the other army officer, the commanding officer of the Alabama Ordnance Works at Childersburg, which is a Dupont Powder plant, and had a wonderful reception. Major O'Shee gave us a lot of his time, and Mr. Dexter, his administrative assistant gave us very complete figures concerning the number of girls in the army offices, the number who are married, the rate of turnover for several months, etc. Also we did get an exact figure for the number of girls in the Dupont offices, but unfortunately for us, of course, most of the women in this region are being employed at the other plant. Apparently it was a mistake to let the Birmingham Ordnance District Office make the contact for us.

Miss Wolfe reports that she had a good reception at the Wolfe Creek Ordnance Plant and did make a tour of the productive area. Therefore no general change in policy seems to have taken place recently. We still have several days work in this area, though, and so can wait to go to see Major Pruden again

Major O'Shee told me that of course the general employment policies of the Dupont Co. are established in Wilmington. He seemed to feel that Dupont's are having to change their employment requirements in a number of respects already and seemed to feel that more changes will have to be made in the future. For example selective service will not defer the men that Dupont would like to have for guards since they are just the type needed in the army. Major O'Shee seemed to feel that even women in production might have to be considered eventually and suggested that it might be a good idea for us to send someone to see the company at Wilmington again. (Probably Major O'Shee would prefer not to have his name used) . I think that perhaps the company's attitude is changing a little because the Dupont service superintendent whom we saw here was not as sure as others have been that the company might not use women on some of the lighter jobs in production.

The two plants in this region are really in the first stages of production and most of the others in the area are still in the construction stage. Wolfe Creek is in operation and also the comparatively small plant near Cordova and Mellington, Tenn. This is the plant near Memphis about which you had heard. At first it was making goods for the French, later for the British, and perhaps now is working for our own government. Miss Wolfe is planning to investigate this plant, which does employ mostly women, but may not be able to go to Memphis next week because of a convention there which has filled up the hotels. According to our information this plant is concerned with artillery ammunition, but if by chance it is small arms, and Margaret Anderson has already been there, please let Miss Wolfe know immediately.

Anderson

The Volunteer Ordnance Plant at Chattanooga is in the early stages of construction but according to reports it is to be a shell loading plant and will employ women. The Flora, Miss. bag loading plant should be operating in another month or six weeks. The plant at Macon about which you had heard is a Naval Fuze Loading Plant and plans to employ several thousand women at least. I believe I can find out from a Navy office in Birmingham whether this plant is ready to operate but did not have time when we were in Birmingham before. Of course Macon is not really a small rural community and there are several army camps near there as well as this fuze plant. Under the circumstances would you like to have us make a survey there,-that is if the plant is operating or nearly ready to begin?

A good many women are going to be employed eventually at Huntsville, Alabama at the new arsenal and ordnance plants being constructed there. This plant is under the chemical warfare service and some people have been sent to Edgewood recently for training. I believe that women are to be used in some type of bomb loading and not in the making of gas masks however. The plant attached to the arsenal is called the Redstone Ordnance Plant and the arsenal is called the Huntsville Arsenal. Since General Porter was so nice about calling you with reference to Edgewood and made the contact for us there, I thought perhaps you would like to contact him with reference to Huntsville before we go there. All workers are to be Civil Service.

Several new developments with reference to women's employment in the aircraft industry were reported to us by the Employment Security office in Birmingham. Fifty women are now in a training course at the State University which is designed to fit them for jobs at Brookley Field at Mobile. (We were told that the university was being used chiefly because dormitory facilities are available there). Brookley Field is a repair center for military planes (Army, I think) and the women are to be used in repairing and refinishing small engine parts, etc. The Employment Service seems to think that a great many women may be used eventually.

Also the Bell Aircraft Co. has announced this week that a very large new plant is to be constructed at Atlanta. The Employment Security Regional Director said that the estimates he had received seemed fantastic and probably should not be considered very accurate,-but he has been told that this plant might employ 40,000 workers, including over 20,000 women. Of course construction has not even begun as yet.

I do not know whether I really did make the difference between the Women's Bureau and the Children's Bureau very clear to Mr. Lyle or not. As soon as we saw him he mentioned that reports are being sent to Miss Frederickson, that she is a member of the Regional Council, etc. I explained that we were from the Women's Bureau, that Miss Frederickson was the Children's Bureau, and Mr. Lyle said, "But you clear your reports with each other Don't you?" Later, though, when the regional director of Employment Security came in, he understood about the Women's Bureau and Mr. Lyle seemed to recognize the difference. I showed him some of our pamphlets on occupations for women in artillaery ammunition, aircraft, etc., and explained some of the things we do. Mr. Lyle was very interested in the occupational surveys, by the way, and would like a set for himself.

Mr. Lyle did make a great deal of file information available to us, in fact much more in the way of actual reports than I ever saw in Chicago. He said again that he would be glad to have us attend the meeting on March 12 and 13. All of the federal housing, recreation, school officials, etc., are to be there and also a good many representatives of the states. State officials of three of the states in the region have been invited to make reports concerning the things which have been done or not done by the federal representatives in their own states. This should be very valauble to all concerned.

However Mr. Lyle did say during the course of our conversation that of course the Children's Bureau is represented on the national interdepartmental committee and it seemed to bother him a little that we are not. Of course I had hoped that when Miss Anderson went to see Mr. Taft an invitation to be represented at the meetings of the National Council might be extended. I never did get a chance to check the executive order setting up the Office of Defense, Health and Welfare, by the way, and so do not know whether any specific advisory governmental agencies were mentioned or not. Of course the members of the Council are expected to send copies of all reports to the Regional Offices, to give advance notice of visits to certain areas, etc., and in some other ways are asked to cooperate with each other.

According to reports Miss Alice Leslie, Miss Rowe's assistant whom I met in Pulaski, Virginia is in this general region someplace but we have not seen her. However it is possible that she has been at the bag loading plant recently and that we followed too closely on her heels.

Certainly more recreation buildings for industrial areas exist in this part of Alabama than in the middle west. Childersburg, Talladega, and Sylacauga, each have Type A buildings recently opened. Type A is one of the types built by the army in military centers. To us the buildings seemed quite palatial and beautifullty furnished, after seeing one or two very small U.S.O. centers. Of course they are not ideally planned but really can be quite useful. The U.S.O. is operating two of the buildings and the city of Sylacauga is responsible for the other one. If you have read Miss Wolfe's report on Burlington by now, you will be interested to know that one of the U.S.O. people in this area is Mrs. Muir, formerly of Burlington. We have not met her as yet. The building at Childersburg seems to be rather poorly situated but the one at Talladega is in a better location. However I shall write you more about these buildings when we send in our report.

Sincerely,

Martha Ziegler

Purefoy Hotel
Talladega, Alabama
February 26, 1942

WOMEN'S BUREAU

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

Dear Miss Anderson:

We seem to have struck our first snag with an army officer. I delayed asking you to have letters sent to the Alabama plants because I had been unable to get exact information as to their names and proper addresses. I planned to write to you from Birmingham. However we made a call at the Birmingham District office of the Ordnance Department, in search of general information, and were received most ~~cordia~~ cordially by Capt. R.S. Crowder, head of the inspection department. Of course the ordnance district office has no control over the large plants, built by the government but operated by Dupont and other companies where there are individual commanding officers. However when we inquired concerning the names of the bag loading plant at Talladega, the nearby powder plant, etc., Capt. Crowder said that one of the officers in the ordnance district office had formerly been commander at one of the plants and said that this man's secretary would call and make appointments for us. In fact there seemed no polite way to refuse this offer and the same afternoon the girl from the ordnance district office telphoned me and said that the commanding officers of both of the plants in which we are interested would be very glad to see us on Thursday. Therefore I did not write to you about sending any letters.

But when we arrived at the Coosa River Ordnance Works at Talladega this morning the commanding officer, Major Charles H. Pruden immediately said. "Has the Secretary of Labor written to the Secretary of War about your getting this information?" I told him that frequently you had written letters directly to the commanding officers for us and explained that I should be glad to have you write to him. In fact I showed him a carbon of the type of letter which had served to identify us to other army officers. Later he did seem a little more friendly and so I showed him the typed outline of the type of information we have been getting, since most other army men have seemed to think this information was rather simple to get, and most of it not especially secret. However Major Pruden insisted that he must have a letter from the Chief of Ordnance in Washington authorizing him to give us the information for our schedule.

Also if we are to make any tour of the plant and see what types of work women are doing, physical conditions, etc., this would also have to be authorized by the War Department. (Chief of Ordnance). As a matter of fact I think the jobs for women would be very similar to those which I saw before at the Hoosier Ordnance Plant at Charlestown, Ind., since this is a bag loading plant. However since Miss Thurman has never had a chance to see a plant of this type, a trip through the production line would of course be very helpful to her. Also of course it is much easier to get factual information concerning actual working conditions if a plant tour is made. But if you believe it would be better merely to ask for the plant schedule information in this instance, I think we could dispense with the plant tour.

In fact from something Major Pruden said I thought perhaps he had been influenced in his attitude by the explosions at Burlington and Kingsbury. As perhaps you know at least two people were killed in the explosion at Kingsbury about a week ago, at least according to the Chicago papers, and one of these was an army man attached to the U. S. Public Health Service, who was making a survey of the plant.

I thought that, perhaps, as a result of this, the War Department had sent out orders to the plant commanding officers not to let government people into the plants in the future to the same extent as formerly, and perhaps not to give out information. However, after talking to Major Pruden this morning I called Major O'Shea, who is commanding officer of the Alabama Ordnance Works, which is a Dupont powder plant, since he was the other man with whom an appointment had been made. Of course women are employed only in the offices and so it is not really so important to us. I told Major O'Shea that we wanted information concerning the number of women workers, working hours, source of labor supply and asked him if he would prefer a letter from our Washington office. He said "Oh no, we shall take your word for it." We are to see him tomorrow. Therefore, apparently the difference is in army men and not in a War Department ruling. Since a good many women are to be employed at the bag loading plant, I should appreciate it if you could arrange to have the letter sent to Major Pruden from the Ordnance Department. (He did not seem to stress the letter from Miss Perkins to the War Department except at the beginning, but said he needed one from the Chief of Ordnance) If it would take a long time to get clearance on such a letter, though, I think a letter from you to Major Pruden, identifying us, would probably help, since he seemed to have doubts about our authenticity, or so I felt. (However he said that he did not doubt us, but was merely following the rules)

Yesterday I talked with Mr. James McGinnis, Regional Labor Supply Officer, United States Employment Service. (Regional Office of the Social Security Board, Chamber of Commerce Building, Birmingham). He showed me the material which had been sent to him after the meeting of the National Labor Supply Policy Committee of January 16, 1942. In view of this material Mr. McGinnis apparently expects the Women's Bureau to be represented on his regional labor supply committee. I wondered whether you had been considering any "dollar-a year" woman for this region. Of course women are to be employed in considerble numbers not only at the bag loading plant here but also in one at Flora, Miss. Also women are employed at the shell loading plant at Milan, Tenn. and at some other places. A large new airplane factory, to be constructed by the Bell Co., at Atlanta, has just been announced this week. According to vague reports at least, it will probably employ thousands of women. While I have not inquired particularly, there does not appear to be any great amount unemployment among women due to priorities in this region, though. I believe Mr. McGinnis would appreciate hearing from you, though, since he said the minute I was introduced to him that the Women's Bureau is supposed to be represented on his labor supply committee.

Capt. Crowder, whom I mentioned earlier as head of the ~~inspectio~~ inspection division of the Birmingham district of the Ordnance Department stated that he is going to use more and more women as inspectors of ordnance produced by the plants under his jurisdiction. At present ten women inspectors are being used in one plant but eventually Capt. Crowder believes that about 60 % of the inspectors will be women. (At present he has about 300 inspectors but the number has been increasing right along). Capt. Crowder and Lt. James F. Curry, of the personnel department, are working closely with the district office of the Civil Service Commission in Atlanta.

The women inspectors will start under the SP1 classification at $85.00 per month probably. A mechanical aptitude test is given for inspectors and high school graduation is required. The girls hired thus far are being trained right in the plant to which they are assigned; the men inspectors have apparently been given a 30 day training course before beginning in a plant. Apparently this may be done for women if they are hired in large numbers. Capt. Crowder thinks that their key male inspectors will perhaps be deferred in the draft but many inspectors will not be. Recently, when a check was made, it was found that 73% of their male inspectors are within the draft age group. Of course this is one reason why women are to be hired. Capt. Crowder seemed to think that this tendency to use women inspectors is rather general now. He said that he and Lt. Curry would appreciate having two sets of some of our pamphlets. If there are sufficient copies, please have someone send two sets of the four bulletins on occupations for women (aircraft, artillery ammunition, etc.) and perhaps the bulletins on the types of work women did in the last war and the kinds of work they have been doing recently in England.

We mailed a schedule for the Rock Island Arsenal the other day, and I included some discussion of the hours being worked in a letter to Miss Nienburg. Some of the office women ~~are~~ have been working ten hours a day for five days and eight hours a day on Saturdays for six to eight weeks. However the head of personnel said that office efficiency is going down and apparently hopes the hours can be reduced again rather shortly. The Savanna Ordnance Depot was on a ten hour schedule for only a few weeks but then returned to the eight hour schedule (although production is being carried on on three shifts) and is going to try to manitain this schedule I believe (However I mentioned more of the details in the other letter probably). The chief difficulty at Rock Island is said to be lack of space and a new office building is now being constructed which it is hoped will make it possible to hire more people to do the necessary work.

We expect to be in this vicinity for several days and shall be near enough to return to see Major Pruden at the Coosa River Plant after you have had a chance to get a letter sent to him.

It was nice to see you in Chicago. I hope your trip to the West and back was enjoyable.

Sincerely,

Martha Ziegler

Ivan Allen-Marshall Co., Atlanta, Ga.

THE ST. CHARLES
NEW ORLEANS, LA.

files

Excerpts taken from report + turned in to Miss Menburg with drafted letter. (M C-)

42

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them are probably duplications of notes on the original report. However the note concerning the project which Mrs. Burgoon is trying to sponsor for the area is new. Mrs. Burgoon was very anxious to have a copy of whtever was contained in our report concerning Miss Wolfe's interview with Mrs. Hughes. Also Miss Wolfe tells me that there is a more detailed report of her interview in her rough notes for the area which are either in Miss Spring's file or in the file drawer in Room 1328.

Of course Mrs. Burgoon has talked to Mrs. Hughes, herself, but I believe that she thinks a note from the Bureau might help her to get the project approved at the office of Defense Public Works. Of course I do not think that we have any very definite information concerning the number of girls involved or the extent of the problem. Perhaps this problem was mentioned in Jeffersonville because it is so close to the southern states whose minimum age limits for working are lower than those of Indiana. However if you care to make any inquiries in Washington concerning the status of this project, I am sure Mrs. Burgoon would appreciate it, and she would like a copy of that part of our report which pertains to this particular problem.

Her address is Mrs. Janet Burgoon, Regional Representative
Division of Social Protection,
Office of Defense, Heath, and
Welfare Services,
105 West Adams St. (Rm. 521)
Chicago, Ill.

Miss Thurman mailed the Rock Island Report yesterday. I still have my partial community survey + plant schedule for Savanna to write-up but think it will be better to go back there later.

Community

Ivan Allen-Marshall Co., Atlanta, Ga.

DINKLER HOTELS
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MONTGOMERY, ALA.
THE ST. CHARLES
NEW ORLEANS, LA.
CARLING DINKLER PRESIDENT

Written from THE TUTWILER HOTEL
R. BURT ORNDORFF, V. P. AND MGR.
BIRMINGHAM · ALABAMA

Tutwiler Hotel
Febrmary 24,1942

Dear Miss Nienburg,

Enclosed are a few additional notes concerning the Charlestown,Indiana area.Some of them are probably duplications of notes on the original report. However the note concerning the project which Mrs.Burgoon is trying to sponsor for the area is new.Mrs.Burgoon was very anxious to have a copy of whtever was contained in our report concerning Miss Wolfe's interview with Mrs.Hughes. Also Miss Wolfe tells me that there is a more detailed report of her interview in her rough notes for the area which are either in Miss Spring's file or in the file drawer in Room 1328.

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Chicago,Ill.

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Ivan Allen Marshall Co. Atlanta, Ga.

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THE ANSLEY
ATLANTA, GA.
THE ANDREW JACKSON
NASHVILLE, TENN.
THE SAVANNAH
SAVANNAH, GA.
THE TUTWILER
BIRMINGHAM, ALA.
THE JEFFERSON DAVIS
MONTGOMERY, ALA.
THE ST. CHARLES
NEW ORLEANS, LA.
CARLING DINKLER PRESIDENT

Written from THE TUTWILER HOTEL
R. BURT ORNDORFF, V. P. AND MGR.
BIRMINGHAM · ALABAMA

No doubt you will notice the hours which some of the these women are working at the Rock Island Arsenal. When I was talking to the Commanding General I intended to talk more about this subject, but somehow failed to discuss it with him [redacted] since we talked about a number of other things. However he did say that the difficulty now is actually office space and that a new building is being constructed which will be ready this summer, possibly in June. I did talk to Miss E.H.Clair, head of Employment and Personnel at the Arsenal about the question of hours in some detail., mentioning the Illinois laws which presumably govern other employers, etc. (However I am not sure what the situation is at present. Perhaps some procedure has been set up for granting exemptions) Miss Clair said that experience at the Arsenal had "borne out the statistics" on the subject of working hours. For the first month the employees working ten hours per day seemed to be about as efficient as they had been before. Since then, though, there has been a noticeable decrease in efficiency. Miss Clair hopes that it will be possible to go back to the 8 hour day before long.

The departments now working the long hours are purchasing, engineering, employment, and drafting, She seemed to think that the first three could perhaps go back to the eight hour schedule within the near future. However she was not so hopeful about the drafting room which simply must get out all of the blue-prints which are needed. Only about six women are employed in this department. The present schedule of hours for these four departments has been in operation about six weeks.

Miss Clair seemed to think that the ideal solution of the problem is to hire more people for one shift after additional space becomes available, but apparently she had some hopes of the work becoming less heavy in some of the ~~xxpx~~ office departments before the new building is available.

Ivan Allen-Marshall Co. Atlanta, Ga.

DINKLER HOTELS
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THE TUTWILER
BIRMINGHAM, ALA.
THE JEFFERSON DAVIS
MONTGOMERY, ALA.
THE ST. CHARLES
NEW ORLEANS, LA.
CARLING DINKLER PRESIDENT

Written from THE TUTWILER HOTEL
R. BURT ORNDORFF, V. P. AND MGR.
BIRMINGHAM · ALABAMA

Genl. Ramsey and I talked mainly about the possibilities of employing women.

Some departments are now working on two eight hour shifts, of course. Miss Clair did not say definitely why this arrangement was not feasible in all departments but did tell Miss Thurman that it had been found very difficult to carry on office work on a two shift basis. I felt later that perhaps I should have discussed the matter ~~more~~ of hours with General Ramsey but did not have an opportunity to see him again, after I had talked to Miss Clair. I do believe that Miss Clair will try to get back to somewhat shorter hours when she can.

The commanding officer at Savanna Ordnance Depot, Colonel Crim, said that they are working eight hours per day and six days a week. Some maintenance men and those keeping the machinery in good running order do work on Sunday✓. Apparently this plant did try working ten hours a day for a short time but Colonel Crim believes it is much better to work three eight hour shifts.

As the Rock Island Report indicates, the Arsenal is planning to begin using women in the machine gun deprtment within a few months., and the officials there are interested in information concerning the types of work women can do. Probably they will be used mostly on the lighter assembly work. This Arsenal also makes gun carriages and mounts, larger guns, etc., I believe. I told Miss Clair that we ~~should~~ perhaps we had some information concerning kinds of work women are doing in England, or some other information which might be of use to them. She would appreciate very much any information which we could send. Please address any mail to Brigadier-General N.F. Ramsey, Commanding Officer, Rock Island Arsenal. Rock Island, Illinois, ; Attention Miss E.H. Clair, Head of Employment and Civil Service.

My first trip
[illegible]

Sincerely,

✓ but perhaps not every other day.

Martha Ziegler

CONGRESS HOTEL
CHICAGO, ILLINOIS

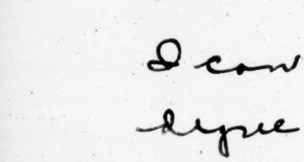
Community Needs

Feb. 23, 1942

Dear Miss Robinson,

Thank you very much for sending us the Lanham Act material and the mimeographed copies of the summary of your "Recreation Bulletin." I am sure this bulletin is going to be very useful to many people and think you did a fine job. Also I think I can realize, ~~to~~ a small degree at least, how hard it was to write.

During my travels a number of people have asked me for Women's Bureau material — and somehow I never seemed to have time to send the requests to Washington. However



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WPA + [illegible] Folder 14

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Beginning of the war
title not known).
Govt. material on Women's Bureau.

I am attaching a list of names — and some information concerning the type of material each person would like. However I believe all of them would be interested in some general material concerning the Women's Bureau, the type of work it does, etc.

We (Miss Thurman and I) are planning to leave for Birmingham this afternoon.

Cordially,
Martha Ziegler

~~Names~~ of Persons Requesting Women's Bureau Material. - Believe it would be advisable in each case to send a small amount of general material concerning the Women's Bureau, in addition to the specific bulletins mentioned under each name. (Usually the person made a general request but I am suggesting the material which ~~seems~~ most pertinent).

WPB + [illegible]
Folder 14

~~Mr.~~ George H. Applegate, Sec'y.
The Board of Trade
Jeffersonville, Indiana

Employment of Women in Manuf. of Artillery Ammunition
Recreation Bulletin (Mimeographed Summary)

sent
2/26
F.D

General Material Concerning Work of the Women's Bureau, Publications Available, etc.

~~Miss~~ Helen McCandless and Miss Mary Louise Vetter,
USO, Jeffersonville, Ind.
(One copy will do for both women - who work in the same office).

Recreation Bulletin Summary.
Employment of Women in Manufacture of Artillery Ammunition.
Bulletins on Changes in Labor Laws for Women (night work laws, etc.) since Beginning of the War (Recently issued - exact title not known).
Gen'l. Material on Women's Bureau.

sent
2/26
F.D

Miss Alice Hawkins
Travelers' Aid
Charlestown, Ind.

7/26
E.D.

Genl. material on Women's Bureau
~~[illegible]~~ (She's running room registry service in Charlestown. Might be interested in material on standards for rooms, etc.)

Recreation Bulletin

Miss Aletha Pettijohn
Indiana State Employment Service
Indianapolis, Indiana.

(Is interested in occupations for women, training of women, etc.)

7/26
E.D.

Bulletins on Employment of Women in Aircraft, Artillery Ammunition, Small Arms, & Instrument-Making

Bulletin on Occupations of Women in Gr. Britain

Bulletin on Work Done by U.S. Women During Last War.

Any other current data concerning training of women.

Miss Anne Lindsay
General Delivery
Wilmington, Del.
(a U.S.O. worker—)

7/26
E.D.

Recreation Bulletin

Mimeographed Bulletin Concerning Various State Rulings with Reference to Labor Laws since beginning of the War.

Martha Ziegler

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This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

1201

SYMBOLS
DL=Day Letter
NT=Overnight Telegram
LC=Deferred Cable
NLT=Cable Night Letter
Ship Radiogram

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PRESIDENT

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CHAIRMAN OF THE BOARD

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FIRST VICE-PRESIDENT

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CA36 36 NT GOVT COLLECT=EVANSTON ILL 22 1942 FEB 23 AM 2 19

MISS BERTHA NIENBURG, WOMENS BUREAU=
1099 UNITEDSTATES DEPT OF LABOR WASHDC=

SEEMED INADVISABLE LEAVE CHICAGO UNTIL LETTER REACHED YOU. THURMAN AND I PLANNING LEAVE FOR BIRMINGHAM MONDAY AFTERNOON [illegible] TO TENNESSEE SOON. UNNECESSARY TO WIRE UNLESS ADVISE OTHER ARRANGEMENTS. REMAINING CONGRESS HOTEL UNTIL TWELVE THIRTY MONDAY=

MARTHA ZIEGLER.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Defense-
Corr.-
Comm.

February 21, 1942

To: Miss Ziegler
From: Bertha M. Nienburg

I will leave it to you to let Mr. Lyle know when you will be in his Region and to straighten him out as to the difference between the Children's Bureau and the Women's Bureau.

Copy

FEDERAL SECURITY AGENCY
Coordinator of
Health, Welfare, and Related Defense Activities

Office of the
Regional Coordinator

Birmingham, Alabama
February 17, 1942

Miss Bertha M. Nienburg, Acting Director
Women's Bureau
U. S. Department of Labor
Washington, D. C.

Dear Miss Nienburg:

I thank you for your letter of February 12, relative to the conditions under which women are living and working in defense areas in this Region, and especially in areas where new munition plants have been constructed.

We send regular weekly Regional Advisory Council Letters to Miss Hazel Fredericksen in accordance with a memorandum which came to us some weeks ago from the Children's Bureau. We have been listing her as the Representative of the Bureau on our Regional Advisory Council, but she has not attended any of our meetings as yet. Miss Irene Atkinson attended a meeting back in October. I assure you that we would welcome Miss Ziegler, or any of her Assistants, to this Region and to membership in the Council in the event Miss Fredericksen cannot attend; in fact, we would be glad to have as many representatives from your Bureau as could attend.

The Senior Specialists of Education are charged with the responsibility of passing on applications for community school facilities in the six States of this Region. They are asking the State Department of Education for assistance in appraising the situation in Huntsville, Alabama, Mobile, Alabama, and the Childersburg, Alabama areas with reference to the attendance of children in schools and the needs of these communities for facilities in the way of day and nursery homes. These gentlemen have a fearful schedule to carry out, however, in view of the many applications which are made for school facilities in this Region and have been unable to concentrate on this problem as they would like to have.

We have made no special survey of areas with a view to ascertaining the conditions under which women live and work, but there has been a considerable migration, both in industrial and military areas in this Region and, undoubtedly, an intensive appraisal of conditions under which they are living would be most helpful.

We are having a Council meeting March 12-13, at which time we have asked three of the States of this Region to select an area within their boundaries and appraise the work of Federal agencies in meeting the needs. I believe your Representatives would find it interesting to attend such a meeting and I am sure would be in a position to make a substantial contribution to such a program. Please let me know who can attend this meeting.

Please let me know, also, when your Representatives will be in this vicinity so that a conference can be arranged between us.

Sincerely yours,

(Signed) Richard H. Lyle
Regional Director of Defense
Health and Welfare Services

11:RO:IX

C
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y

FEDERAL SECURITY AGENCY

Coordinator of

Health, Welfare, and Related Defense Activities

Office of the
Regional Coordinator

414 Dierks Bldg.,
Kansas City, Missouri

February 18, 1942

Miss Bertha M. Nienburg
Acting Director
Women's Bureau
U. S. Department of Labor
Washington, D. C.

Dear Miss Nienburg:

We regret very much that your letter was not received in time to send invitations to Misses Wolfe and Thurman to attend our Advisory Council meeting Monday, February 16.

Your name is being placed on our mailing list to receive our serial letter. I might add, however, that on account of the press of work on our secretarial staff, this letter is now being sent out only at irregular intervals.

Your letter is being called to the attention of Miss Phyllis Osborn, Public Assistance Regional Representative, who is also chairman of the Committee on Family Security.

Sincerely yours,

(Signed) Ed. McDonald
Ed McDonald, Regional Director,
Defense Health and Welfare Services

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

[illegible]
[illegible]
[illegible]

FROM Bertha M. Nienburg
BUREAU Women's Bureau
CHG. APPROPRIATION
Feb. 21, 1942

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS MARTHA ZIEGLER
CONGRESS HOTEL
CHICAGO, ILLINOIS

AIR MAIL LETTER NOT YET RECEIVED. ASSUME TENNESSEE ASSIGNMENT SATISFACTORY.

BERTHA M. NIENBURG

(Com - [illegible]

Congress Hotel
Chicago, Illinois
Feb. 20, 1942

Dear Miss Nienburg,

Miss Thurman and I had train reservations for Birmingham this afternoon, but when the enclosed mail from Miss Magee reached me today, I thought it best not to get so far from the Middle West until I had written to you.

I believe that I wrote you before about what Mr. Howard Wolaver, Regional Chief of Defense Housing for Farm Security, told us about the Ravenna situation. When he came to Chicago that Saturday morning to talk about Kingsbury and Walkerton, and to tell us his plans for that area, I asked him about the eating facilities at Ravenna. He said that he thought the situation was not as bad as some people thought, that in fact he had picked that site for the dormitories because at least some eating facilities would be available. He told about the board walk which was planned to run from the dormitories to the restaurants and said that because no one had been certain just where the road was to be widened it had been impossible to build the dormitories any closer to Cotton Corners. He claimed that it is only about five minutes walk fron the dormitories to the restaurants, but of course it may actually take a little longer time.

I asked about the sanitation and the lack of sewers. He said that eventually the sewers of the City of Ravenna were going to be extended to take in this restaurant area but that he believed now that these establishments had septic systems and that such systems could be satisfactory. In fact Farm Security has had to use such sytems many times. He seemed to have a hope that perhaps the restaurants would become more like regular restaurants and less like road houses once the girls were actually in the dormitories, - that is, that the restaurants would try to suit the wants and needs of their customers. However, personally, I do not know whether this could be expected to happen.

However, as you know, both Mr. Wolaver and the men in the Washington office of Farm Security have seemed rather willing to cooperate with the Women's Bureau and perhaps we could ask them concerning the possibility of building a place ✓ at the dormitories at Ravenna similar to the one planned for Walkerton. Apparently this might be acceptable to the local groups who are concerned about the situation, ~~and~~ (✓ - that is a recreation building and restaurant at the dormitory site).

We have had some contact with Mr. Kennicott's office here in Chicago and wondered whether you would want Miss Wolfe or I to go to see Mr. Kennicott with reference to Miss Magee's letter. It is my belief that Mr. Kennicott does approve all of the applications for community facilities which go to Washington from this area, but I believe that some local community, and probably with the ~~approval~~ recommendation of some federal agency, would have to make a formal application to Mr. Kennicott's office. Since we have been working on this general problem of the dormitories with Farm Security, we wondered whether we should discuss this matter with Mr. Wolaver or whether you prefer to take it up with Mr. Sharp in Washington. Miss Wolfe has been expecting to go back to Kingsbury for a few days next week and probably would be in Indianapolis in that connection to see Mr.

Wolaver again. He also covers the Burlington area and several other Middle Western states and so we should like to keep the pleasant contact which we have already made with him.

I note that Miss MaGee said in her letter that she was referred to Mr. Kennicott by the Social Security office, and wonder whether perhaps some agency of Defense, Health, and Welfare has been planning to ~~xxprxx~~recommend some type of community building. We have picked up numerous bits of information about Ravenna which indicate that the whole situation is very complicated, and that it has been very difficult to get all of the people involved to cooperate. It is my personal opinion that Farm Security and the Office of Defense, Health, and Welfare do not consult much with each other in this area. According to rather general information I have obtained from various sources the dormitories may not be occupied at Ravenna for a few weeks yet, but should be relatively soon.

Miss Wolfe expects to be in Indiana only a few days and then was either going to the Milan, Tenn. area, after we had found out about the region in general in Birmingham, or perhaps would want to start toward Louisiana, Arkansas, or Texas. Of course she could get back to Ohio from ~~Txxxxx~~ Tenn., but not very conventiently from any place else. Or we could change our plans entirely, I imagine, and Miss Wolfe could go south with Miss Thurman, if you think I should go to see Miss MaGee because of having talked to her before.

Perhaps it will seem best to have Miss MaGee make all of the future contacts at Ravenna and to let us help if we can by going to see the people in federal agencies with whom we have already met. I am finally mailing today, under separate cover, a "messy" outline of the notes I have ~~been~~ managed to collect about the operation of some of the agencies involved in these communities. I made a carbon for Miss Cannon but if you think any of the material would be of any help to Miss MaGee, perhaps a copy could be made for her in the office. When she sent me the newspaper clipping she said she would be interested in knowing about the results of our meeting with the housing men but I didn't think to ask you to have a report sent to her and didn't seem to find time to write to her. However I am planning to send her a note today saying that I have written to Washington to see what our latest information is concerning what can be done about eating facilities at dormitories.

Personally I believe it would be best for ~~we~~ the Bureau to contact both Mr. Wolaver and Mr. Sharp about this matter, -and it is possible, of course, that Mr. Kennicott already has. Also, I do not feel that we have a very complete picture of the whole Ravenna situation as yet, except with respect to eating facilities. It does seem according to most of the information available that a restaurant and recreation building at the dormitories would be highly desirable.

I should like to make plans so that Miss Thurman, ~~and~~ Miss Wolfe, or I, can get started on some new community early next week. If you think that Miss Wolfe should see Mr. Wolaver in Indianapolis, and then work in Tenn. until the dormitories are open at Ravenna, before proceeding there, Miss Thurman and I shall go on to Birmingham. However some other arrangement may seem better to you, Since Miss Thurman and I have been planning to leave tomorrow afternoon (Sat.) or Sunday at the latest, please wire me at the Congress

Hotel, Chicago, Saturday morning. At present Miss Wolfe is planning to be at the Rumley Hotel, La Porte, on Monday but will be in Chicago Saturday morning.

Sincerely,

Martha Ziegler

P.S. I made copies of Miss McGee's letters for Miss Wolfe and me so you do not need to send them back.

Cleveland Press –
January 27, 1942

Housing Mess Menaces Ravenna Arms Output

By MAXWELL RIDDLE

The Ravenna Ordnance Plant faces a desperate labor shortage unless the Government moves quickly to straighten the tangled and hopelessly inadequate housing situation faced by the huge munitions plant.

Only a housing production miracle can save the plant from serious crippling long before it begins peak wartime production about June 1.

This is an inescapable conclusion reached from a survey at Ravenna, Newton Falls and Warren, and after talking with officials who have followed the situation since construction started on the plant a year and a half ago.

Because these officials are working in conjunction with a wartime plant, they declined to talk for publication. But they did supply evidence that present housing was woefully short of needs, and that future plans, if any, were a chaotic mess.

These figures show that:

PORTAGE COUNTY housing is exhausted, though living quarters for a total equal to the county's entire adult working population must be found.

GOVERNMENT HOUSING already built or under construction, labor dormitories and trailer camps can supply rooms for only 2550 workers although 8500 workers may have to be imported from beyond the normal commuting area.

ATLAS POWDER CO. and War Department officials, who were overconfident as to the amount of local labor available, have since demanded more than 4000 additional dwelling units. But independent agencies estimate the needs as high as 6000.

In the face of these figures, federal agencies have made 32 separate surveys, but have done nothing concrete toward a solution of the problem. This problem is seriously complicated because the dream of drawing in labor from a 50-mile "normal commuting radius" has been shattered by tire rationing.

Complicating Factors

There are other complicating factors. Atlas employment examinations are nearly as stiff as those of the armed forces. This has barred about one third of available local labor, but has brought in a particularly high type of worker, both white and Negro.

These workers demand living conditions approximating those to which they have been accustomed, particularly since rates of pay are only normal. Negro workers, for example, will not live in existing Negro allotments in Ravenna, and some white workers have refused to live in the Government's Westlawn Project.

After accepting and training men, Atlas dare not risk losing them because of housing conditions.

Getting workers to the plant from all sections of Portage County probably will be a major utilities problem in itself. Bringing commuters from Cleveland by bus or train would add from three to four hours daily to the workers' routine.

Because Atlas hires both white and Negro workers without discrimination, housing for the latter is a major factor for which no solution has been found. It has been estimated that sufficient Negroes will be hired to operate one full load line.

50 more are on the way. And Ravenna has expanded within itself by adding apartments to homes, etc. Thus, up to Jan. 6, the Homes Registration Service had placed 1500 persons in rooms at $4 a week or less.

Still available in the county are 600 rooms. But few of these are open to Negroes. And many are closed to women. Staid Ravenna homes will accept men boarders, but not women.

Both Ravenna and Atlas officials make the same complaint. The 32 federal surveys have amounted to nothing because no one has any authority to do anything. A host of government agencies—Farm Security Administration, FWA, PWA, HOLC, etc., stumble over each other and get nowhere.

Expansion Urgently Needed

Ravenna has these things, but service trades, recreational facilities, and restaurants would have to be expanded. Months ago, OPM reported that Ravenna's restaurants weren't adequate, but no new restaurant has been added.

Lines of beds in the hallways have been a common sight in the Portage County Hospital at Ravenna for months. Through a bond issue, gifts, and a federal grant, Ravenna has available nearly $300,000 for an addition to the hospital.

Using a minimum of 4000 dwelling units of all types, about three square miles of territory would be needed. You can get about 2000 lots, 50x150, in a square mile. To these must be added the service trades buildings, churches and recreational requirements.

Complicating Factors

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Projects Inadequate

The federal projects built so far are inadequate.

Westlawn is built on the outskirts of Warren, so that it is 15 miles from the Ordnance Plant. It has 200 apartments with 150 more under construction. These could be highly desirable, but are not now.

The only entrance to Westlawn is over a dangerous, unguarded, private crossing over three railroad tracks. The ground is not properly drained. The dampness, and the sweating of cement floors, cause furniture and rugs to mould. Moreover, Westlawn seems to be suffering from serious personnel troubles.

There have been rumors that tenants would strike against the management. And on Dec. 1, only 100 of the 200 available apartments were occupied.

At Newton Falls, a temporary trailer camp was set up as a stop gap until adequate housing could be supplied. But now the camp appears permanent. An additional 125 trailers will be added to 111 already installed. Also, 350 demountable houses will be ready by Feb. 15.

No Restaurant Facilities

The Farm Security Administration also is building dormitories for 488 women near Ravenna. These are about half a mile from the city limits of Ravenna. They have no restaurant facilities. Women must walk three-tenths of a mile, over a narrow, unlighted boardwalk, to beer and sandwich shops on the outskirts of Ravenna.

Single rooms are 8 feet by 10 (a single bed is 3x7) and double rooms are 10 by 12. Rents are $5 for a single room, or $3.50 each for two. Double rooms have only one very small closet in them.

Government officials in Washington have issued published statements that Ravenna was trying to drive out the arsenal with extortionate land and rental prices. But it should be noted that dormitory rates are $1 higher than the Fair Rents Board highest rate in Portage County.

There are 50 trailers within the arsenal reservation itself. In addition, the old Hunkin-Conkey labor dormitories can be used to house about 1000 workers.

Total of 2550 Units

These make the total of 2550 units mentioned above as being supplied by the Government. Portage County probably can house 6500 including its own arsenal workers.

Washington's charges that Ravenna hasn't co-operated are justifiable in that, at first, Ravenna did not welcome the arsenal. Ravenna remembered that Newton Falls was a ghost town following the last war.

Today these business men say: "We're in war, so we're willing to take the post-war punishment which we'll certainly get."

Private capital already has trebled

CONGRESS HOTEL
CHICAGO, ILLINOIS

Feb. 20, 1942

Dear Miss Hienburg,

I don't know whether you can decipher these notes or not. They have been typed at various times. I am sending along one carbon, though not a very good one.

The surveys being made by the National Institute of Health might be of interest to us. I do not happen to know anything about that organization. Miss Wolfe has seen one or two of the National Resources Board reports. Perhaps more of these are available in Washington.

Yesterday I also learned more about some of the WPA surveys which are being made concerning housing vacancies, rent increases, and migrants,

CONGRESS HOTEL
CHICAGO, ILLINOIS

Feb. 20, 1942

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Yesterday I also learned more about some of the WPA surveys which are being made concerning housing vacancies, rent increases, and migrants.

The first two types of surveys are being made for the Housing Coordinator's Office. As you probably know a sampling method is being used, the same technique as is used in the WPA unemployment survey. The housing surveys do not include data on rooms, however. Apparently this has been left to the Homes Registration Reports by the Housing Coordinator.

However if you are interested in the WPA material,
L.W. Mr. Howard Myers, Div. of Research, 1734 New York Ave., N.W. is the man to contact. According
R.W. to Mr. Haran of the regional office in Chicago (of this special research division), the Migrant Survey, (Bulletin on Defense Migration, Form A 3898, with attachments) is very interesting.

Sincerely,

Martha Ziegler

P.S. The regional WPA man gave me most of the reports for Illinois but I've had no chance to read them since yesterday.

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WESTERN UNION

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SYMBOLS

DL = Day Letter

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Ship Radiogram

A. N. WILLIAMS
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J. C. WILLEVER
FIRST VICE-PRESIDENT

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1942 FEB 20 PM [illegible] 18

CB457 35 GOVT NT COLLECT=CHICAGO ILL 20

MISS BERTHA NIENBURG=

4 WOMENS BUREAU UNITED STATES DEPARTMENT OF LABOR WASHDC=

SINCE SPECIAL AIR MAIL SENT TODAY REPORT OF KINGSBURY EXPLOSION RECEIVED. PROBABLY WE SHALL ALL GO TO TENNESSEE AND ALABAMA RETURNING MIDDLE WEST LATER UNLESS YOU ADVISE WORK ON RAVENNA NOW AFTER REEDING LETTER=

MARTHA ZIEGLER.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

JACOB HOFFMANN, PRESIDENT

HOTEL HOFFMANN
SOUTH BEND, IND.

HOFFMANN HOTELS

HOTEL MICHIANA
SOUTH BEND, IND.

HOTEL FORT ARMSTRONG
ROCK ISLAND, ILL.

WHERE FRIENDLY SERVICE PREVAILS

WOMEN'S BUREAU
FEB 18 1942

Written At Hotel Fort Armstrong   Feb.16,1942

Dear Miss Nienburg,

For the present we appear to be about finished in the Illinois-Iowa region.Miss Wolfe seemed to think that it might take her several days yet at Burlington but I imagine she will be finished by about the middle of the week.When we went to the Rock Island Arsenal here we found that,contrary to reports,no women are being employed on production although a large number are working in the offices.However since a U.S.O. worker is in the area at the request of the Y.W.C.A. we did make a rather sketchy community survey.Certainly the problems here are not as acute as in the rural areas and the towns here probably can absorb a good many more workers.The arsenal does expect to hire some women later in productive work as a matter of fact,-chiefly in doing assembly work on some of the smaller types of machine guns.However apparently no women are likely to be employed for several months yet to do this type of work.

Friday I made a trip to Savanna to visit the Ordnance Depot there since no one seemed certain as to whether the report that women were being employed in production ~~there~~ was true or not.I found that some are being employed in shell loading(the commanding officer considers information as to what type of manufacturing is being done as quite confidential by the way),and that the army hopes to be able to use more women inthe future. The commanding officer was very helpful and spent a lot of time taking me through the part of the plant where he hopes to be able to use more women. However quite a lot of the work is too heavy for women although no doubt more can be used.Also the Depot is planning to use more women in the office than it has in the past since most of the men in the office are in the draft age group.The commanding officer did say that one reason men had been used in the past was that women had found Savannah a rather unsatisfactory place in which to try to live.

In fact if any large numbers of women are employed there will be a great problem in providing community facilities.Savanna has one small and old hotel and the eating facilities seemed very poor.The Ordnance Depot is about 8 miles from the town and there is very little transportation.Hanover, where a housing project has been built,is much smaller than Savanna.I did not have time to visit it but there seems almost no way to get there satisfactorily without a car.However at present very few women,as compared to the total number of employees,are actually working and according to the superintendent most of these are married women who live in the vicinity. If women do have to be"imported" Col.Krim,the commaniding officer is very much of the opinion that some type of housing should be constructed right at the depot and believes that recreational and eating facilities would have to be provided at the same time. He is very concerned about tire rationing.Col.Krim did not think that there is any community problem for women at present but said that there might be by summer.I think there is a general community problem but not for women productive workers as yet,although some of the office workers must have rather unsatisfactory living arrangements.We have been able to pick up some other information about Savanna and Hanover from other federal people and may be able to get a little more. However since only about one hundred women productive workers are involved

JACOB HOFFMANN, PRESIDENT

HOTEL HOFFMANN
SOUTH BEND, IND.

HOFFMANN HOTELS

HOTEL MICHIANA
SOUTH BEND, IND.

HOTEL FORT ARMSTRONG
ROCK ISLAND, ILL.

WHERE FRIENDLY SERVICE PREVAILS

Written At Hotel ____________

at present and there seems to be no large increase contemplated soon, probably it will not be wise to spend very much more time in making a detailed community survey until somewhat later.

I believe that Miss Thurman and I should start south, either toward Birmingham or the region south of Kansas City within a day or two. Therefore if you should hear from the regional director of defense, health, and welfare services in either city ~~early this~~ week and a meeting is to be held soon in either place, I should like you to wire me, as this might determine which way we shall go first from Illinois. Miss Wolfe will probably go back to Kingsbury, Ind., for a few days and then can go the southern area also. Later, perhaps when it is time to go to Ravenna some of us shall probably want to come back to Elwood, Ill., Crab Orchard, etc.

More and more reports concerning new plants which are being built come to light. There is another plant in Iowa, called the Des Moines Ordnance Plant, which is near Ankeny, Iowa. Miss Wolfe was told that this is a small arms plant and that construction on it is almost completed. Also I read recently a report of an ordnance plant at Cordova, Tenn. (name not given) which is called a shell loading plant and is to load 20 mm. projectiles. We found at Kingsbury that certain types of 20 mm. shells are classed as aritillery ammunition and so I am not sure whether this would be considered a small arms plant or not. According to the report I saw this plant was to employ predominantly women and should be in operation now. However it appears to be rather a small plant employing considerably under a thousand people.

A new plant of some type, called the Volunteer Ordnance Works, is being constructed at Chattanooga, but apparently will not be ready to operate before next fall or late summer. I have no idea what type of plant it is. Also I recently saw an ordance works at Choteau, Oklahoma mentioned in an Employment Security Bulletin. Perhaps Margaret Kay Anderson has more definite information about all of these. Since I do not have her current address will you have someone in the office send her the names of these plants in case she does want to find out more about some of them.

I am still in the process of sending you the general summary of my notes about the operation of Defense, Health, and Welfare, the U.S.O., W.P.A., etc., but shall not be able to send it off for a day or two yet. Therefore maybe it would be best to mention one or two of the most important things. Apparently some recognition is now being given to the fact that the recreation buildings designed by the army are not suitable as buildings for the industrial areas. Also there is a plan now to construct rather temporary buildings instead of trying to provide permanent buildings for some of the communities which wish them. Accordingly we have been told that Defense Public Works in the Federal Works Agency has recently been having plans drawn for a new type of temporary recreational building for industrial communities. Mr. Baird state recreation director of the Illinois W.P.A., told me something in this connection which he says very few people know since it is not a matter of law. After the Recreational Representative of Federal Security

With Ziegler

makes a recommendation concerning a community recreatinal building(and frequently apparently the U.S.O. makes another recommendation of its own), the regional director of Defense Public Works in Chicago consults Mr. Baird and asks his opinion before making a final decision. There is an arrangment between W.P.A. and Defense Public Works whereby one state recreation director in each region of Defense Public Works is consulted particularly as to the functional planning of the building-I believe, and in Washington the same arramgement exists. There is a Mr.Hatzfelt who works under Mr.Romney, the head of W.P.A. recreation in Washington(Miss Wolfe interviewed Mr.Romney) who is considered an expert on the planning of recreational buildings. He supposedly sees the plans for buildings submitted to Defense Public Works and has a considerable amount of influence. Formerly each community submitted its own plans for recreation buildings but supposedly now Defense Public Works may be going to use a more standardized plan. Many people representing different agencies have told us about the mistakes which were made in the U. S.O. buildings constructed by the Army and I think it might be advisable to try to find out just what provisions for women's recreation are included in these new plans. Perhaps it would be advisable to contact Defense Public Works soon and also to have someone talk to Mr. Hatzfelt. (Ishall try to give you more of the details concerning this arrangement between W.P.A. and D.P.W. later).

I believe I have never told you that Miss Wolfe and I finally did get a chance to see Mr.Robinson, the Regional Recreation Representative for Defense, Health, and Welfare, before leaving Chicago. He also has region V. which includes Ravenna. As I had feared he seemed to be decidedly provoked at us but was more friendly toward the end. He particularly wants us to tell him about things which we find in his regions which we think should be improved, and of course I think we should want to do this anyway if he can make the necessary recommendations. However he also said that he thought we ought to work through the Federal Security Agency in making contacts with the U.S.O. since it is supposed to have an agreement with the U.S.O.(I shall send you the wording of this agreement under separate cover). Of course he did say that U.S.O. has its own private funds, and I judge there are sometimes points of conflict. However I feel certain Mr.Robinson will cooperate with us if we try to keep him informed conerning anything which we want done within his region (which is within his province). Of course I was sorry that we had no chance to tell him about the proposed W.P.A. recreation building at Kingsbury but Miss Wolfe did call Mr.Zachary, his Indiana representative, even though the Farm Security people in Indianapolis did not seem to think this was at all necessary

Miss Wolfe has written that some of the people in Burlington do not seem to know Miss Helen Rowe very well although she is the regional recreation person for Federal Security in that area. However since Miss Rowe probably will be back in her office in the Children's Bureau soon I think someone should consult her about Burlington when Miss Wolfe's report comes in. Also, since Miss Rowe is the consultant on women's and children's recreation she might have some information concerning the type of recreational buildings now planned for the industrial areas. Miss Rowe said that a Miss Radin is liaison person between the Housing Cordinator's Office and Defense, Health, and Welfare and while she suggested that we might call Miss Radin, she

hold for report

also told me that she thought we ought to make our own contacts with the housing authorities.

While in Chicago Miss Wolfe and I saw Mr. John B.Dillencourt, who is regional representative of the volunteer offices section of the Office of Civilian Defense.As yet very few volunteer offices have been established in Illinois although quite a number have been set up in Michigan and Wisconsin. Mr.Dillencourt seemed to stress the idea that his offices aimed to provide volunteers to work under trained professional people in many different activities.Apparently,however,some volunteers might work more or less independently if there were certain special needs in some communities and no regular agencies to meet the needs.This might be true, particularly, I judge,if some volunteer happened to have had training along some particular line of work.A young man has recently been brought from Michigan to try to do more work in Illinois communities and he was planning to go to the Crab Orchard area very soon.Mr.Dillencourt said that he was particularly eager to have general comprehensive surveys of defense communities in Illinois if any such surveys existed.I did not tell him about our surveys because I was not sure whether these had been sent to the Office of Civilian Defense in Washington as yet but I do think that Mr.Dillencourt would appreciate very much having copies of our community surveys on the Joliet area and on Crab Orchard,-that is the same reports which are to be sent to the U.S.O.,Federal Security,etc. He seemed very sincere and eager to accomplish something.His office is at 20 N.Wacker Drive in Chicago in the regional office of O.C.D.

Last week I also met Mrs.Janet Burgoon,who is the regional representative of the social protection division of Defense,Health,and Welfare. Her office is in the Federal Court House in Chicago,although all of these offices are being moved to a new building soon.She is interested in getting our cooperation with reference to Charlestown but since I am sending a few more notes concerning Charlestown in a day or two,I shall try to give the details in those notes-and try to keep this letter from getting any longer.

Since the U.S.O. worker here in Rock Island seems to be giving a good deal of her attention to the workers in a new plant here which has been opened to make cardboard containers for shells,Miss Thurman did make a visit there,although we should not have made a special trip to Rock Island to visit the firm.However I think it may be of some interest as another type of work which women are doing.Miss Thurman made the contacts one day when I went with her and has also made some contacts alone.Rock Island seemed a good place to practice since the problems here are not so serious.However I think she is going to get along all right.

I still have another item or two on my list,but believe I have already written enough for now.The only urgent item,of course,is to let us know if you do hear anything specific from either Birmingham or Kansas City.Normally, of course,Birmingham would seem the more logical place to go first, since more plants are finished in that area.

Sincerely,

Martha Ziegler

~~Colonel [illegible]~~
~~4381~~

Colonel Gilmore -
4455

Mr. Frost -
3115

~~Bldgs in~~ general
General plans for Hospitals
School
Fire - station

So far as ind. communities

Standard set of plans for bldgs -
What do ind. workers need recreation for - Don't you know we are fighting a war - How about soldiers! -

~~Re~~ Ind. workers earn more in a day than Def. Workers

Mr. Romney - W.P.A. says they have no formal plans. - W.P.A. - uses abandoned tool sheds, construction buildings - any other vacant building they can find and fits them up for local communities as recreation centers -

Community Ser

(community service)

February 14, 1942

Miss Martha Ziegler
Rock Island, Illinois

My dear Miss Ziegler:

I am enclosing a fuller report on the set-up of the Homes Registration Division and a list of their field offices thus far established.

I have in my file, lists of the Farm Security Administration Regional Representatives for Defense Housing - and lists of Regional and Field Recreation Representatives of Federal Security. Do you have copies of these lists? If not, do you want them? Miss Wendt told me she is sending you a copy of the set-up of the Office of Health and Welfare Services that we received from Alvin Rosenman, Director of the Program Operation Branch. It will help when Kingsbury settles down into some sort of a pattern, won't it?

Sincerely,

Mary Cannon.

Enclosures
MC:MHO

February 12, 1942

Miss Martha Ziegler
Fort Armstrong Hotel
Rock Island, Illinois

My dear Miss Ziegler:

I was just reading your letter of February 9th when Mr. Rohrbaugh of Farm Security called to tell me they were recommending the the recreation building with restaurant at Walkerton. It has still to clear the Housing Division but they seemed hopeful.

My reason for thinking it unwise to give a local man our recommendations was that his superior officers might wish him to think that the recommendations were their own. However, it is a small matter.

As to covering conditions in places other than industrial developments. Miss Anderson and I have been aware of some of the difficulties arising through the development of laundry and restaurant industries near camps. In this field we get into the question of wages and long hours about which most of the complaint has been. I had planned to have Mrs. Hager do some work on this this year but Miss Anderson felt we should wait a little longer. I think we had better visit all our industrial setups once before we go on to other sections.

Poor Ravenna. It would seem best for us to go there after the dormatory had been used and to make our point of approach the attitude of the girls toward the facilities. I shall write the Regional Director in Birmingham and Kansas City as you suggest.

Sincerely,

Bertha M. Nienburg,
Acting Director

BMN:LW

WOMEN'S BUREAU
FEB 11 1942
DEPARTMENT OF LABOR

files Community

February 9,1942

Dear Miss Nienburg,

While talking to Miss Wolfe today I learned that she has carbons of letters that were written to the plant at Burlington on January 15.I had carbons of two letters sent to Rock Island and Savannah on the same date but somehow had the impression that,after it was decided Miss Wolfe should go to St.Louis,the letters had not been sent to Burlington.Therefore I mentioned to Miss Anderson the day I left the matter of the Burlington letters and Mrs.Schafer was going to send some similar to others which had been written.Perhaps Mrs.Schaefer has already discovered that you had sent the letters,but if not I am sorry to have caused some extra work.

Unless our plans change again Miss Wolfe will probably leave for Burlington tomorrow and Miss Thurman and I shall go to Rock Island,and this arrangement will agree with the names mentioned in the various letters.After that it probably will be advisable for someone to make a return visit to Kingsbury since things seem to be in rather a "mess" there.

As I mentioned in my note of Saturday,Mr.Wolaver of Farm Security was here on Saturday.He gave us a report of the housing meeting held there (Kingsbury) last Wednesday which Mr.Sharp attended. The F.W.A. has apparently definitely decided to build the large housing project on a tract of open country,which is near the small town of Kingsbury,but not actually in it.In fact it seems to be at last two ot three miles away.This will mean that an entire new town will have to be constructed which will surely take the better part of a year at least.For the present,however,Farm Security appears to be keeping its dormitories at Walkerton and Knox and in fact is planning to build a good many more at Walkerton.Also,the women (that is the women living in dormitories)are now to be at Walkerton again. However Mr.Wolaver could give us not encouragement as to the permanence of this site. He said it depends entirely upon how many dormitory units are needed for women as time goes on,the number of units available at the different sites,etc. The Farm Security people now have definite plans for a recreation building of some kind with a restaurant,run on a concession basis in it,to be constructed at the site of a new group of dormitories to be put in Walkerton about one and a half blocks from the present women's dormitories.This building would be designed for the use of men or women or both,depending upon the occupants of the dormitories on the two different sites.

Everyone to whom we have talked says that the W.P.A. is still willing to put up the recreation building about which we conferred with Farm Security and W.P.A. earlier,but I believe this would be dependent upon some of the dormitories at least having a fair number of occupants and,of course, it is still impossible to tell in which town the women will be eventually.

All of the housing men with whom we have talked this week have stressed how useful it would be if we could get some information on "where the women are going to cone from."Apparently there is some feeling that after all the companies are not going to

WOMEN'S BUREAU
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All of the housing men with whom we have talked this week have stressed how useful it would be if we could get some information on "where the women are going to cone from."Apparently there is some feeling that after all the companies are not going to be able to find large supplies of woman labor, though it would seem to me men would be even less available. We went back to the labor supply people today but of course did not get much detailed information. We thought we might try asking the army and the plants we visit next it they would permit us to make a tabulation concerning the towns from which these now employed are coming, -that is, if any records are readily available. However some people seem to think that since tire rationing, most of the companies are collecting this information, themselves, so that we may be able to get it. When Miss Cannon goes back to Maryland and Virginia I think it might be well for her to inquire whether any such data have been compiled.

Of course several people have suggested new places which they think we ought to visit. Mr. Wolaver said that there are probably "thousand or two" clerical employees at the Wright and Patterson fields near Dayton and that it is reported many of these girls are living in very crowded conditions in the small towns south of Dayton. In fact one man told Mr. Wolaver that he thought it was strange no request for housing had ever been received by Farm Security. I know the towns in that area are very small and rural, -that is the ones nearest the one air field, but of course Dayton, Springfield, Middletown, etc., probably are also places of residence for many of the women clerical workers. ~~Miss~~ Mr. Wolaver also thinks that we should visit Ravenna rather soon, although Miss Magee sent me a clipping which claims that 32 surveys have already been made. However he though sometime in the next month or two might do so perhaps we should wait until the dormitories are open. What do you think is best? By the way Mr. Wolaver seems to think that the restaurants at the dormitories at Ravenna will probably improve and enlarge once the dormitories are occupied. There are to be board walks from the dormitories to the corner where the eating places are located and it is supposed to be a five or ten minute walk. The reason that the dormitories were not built nearer the corner is that a new highway is to be built and no information was available as to the exact place where it is to be built.

Mr. Wade, Federal Security Recreation Representative in Illinois said that there are about 500 women in the offices and the laundry at Chanute Field, Rantoul, Ill., and thought we should go there. U.S.O. women are working with these girls in the center which has been built at Rantoul (which must be mainly for the army, of course) and in the center at Champaign which is about 15 miles away. Of course Rantoul itself is a very small and crowded town but there probably are some facilities in Urbana and Champaign where the state university is located. I do not suppose we are really interested in going to Rantoul but that perhaps I should mention it.

According to the assistant to the Regional Director of Defense, Health, and Welfare in this area, Miss Wolfe and I are both going to be put on the mailing list for the serial letter which is sent out regularly in this area. Also we shall be notified of council meetings and are welcome to attend and can have access to the reports available in this regional office. Therefore I judge no further clearance is needed here. Miss Wendt's note concerning the San Antonio meeting came today and I shall make note of it. I suppose it is a defense, health, and welfare meeting in the main at least although sometimes the agenda varies. As soon as you have time I think it might help to have a letter from Washington go to the regional director in Birmingham to find out when a meeting is to be held, and also whether we can be put on the mailing list. A number of the southern plants will come under the Birmingham office. Also I think it might be well to write to the Director of Region IX in Kansas City since Arkansas, Kansas, and Missouri are included in that area. (I seem to have a list of the Social

Security regions, but not the names of the directors). The file of serial letters for this region, which I looked over last week, really contained quite a lot of good information assembled in conventient form.

There are a number of other things about which I hope to write soon. I fear I did make one miscue on Saturday. Miss Wolfe told me that Mr. Wolaver had been very anxious to have a copy of our recommendations for dormitories and so when he was here on Saturday he wanted to take my copy, particularly because of this new idea of constructing a recreation building. I finally said he could have it, and today Miss Wolfe received a note from Miss Cannon saying you had thought it best not to send him a copy from Washington. I am sorry it happened, but really doubt if he will make any particular use of it.

Apparently a snow storm is beginning. I hope it will not become really bad.

Sincerely,

Martha Ziegler

Defense
Community
Needs

February 9, 1942

Miss Martha Ziegler
Congress Hotel
Chicago, Illinois

Dear Miss Ziegler:

I found upon inquiring of Miss Nienburg and Miss Wendt about the Rock Island letter, that letters had been sent on January 15 to the Plant Manager and the Commanding Officer at Iowa Ordnance, Burlington, Iowa. Miss Wolfe is the agent mentioned in the letters.

A letter also was sent on January 15 to the Commanding Officer at Savanna Ordnance, Savanna, Illinois, but not to the Plant Manager. (Miss Wendt said she was instructed not to send it to the Plant Manager in this case.) You and Miss Thurman are the agents mentioned in the letter.

It was nice you had lunch with Miss Anderson. I hope she got out to see Miss Manning, too. I know her days in Chicago were very full. She is due in Portland, Oregon, this morning, and we hope she will be back here Friday morning, though she has had a wire asking her to come down to San Francisco to do a broadcast.

Best wishes to you and Miss Wolfe,

Sincerely,

Isabel Schafer

IS

CONGRESS HOTEL
CHICAGO, ILLINOIS

Feb. 6, 1942

Dear Mrs. Schaefer,

I fear I gave you some misinformation concerning the letter to Rock Island. It was sent by Miss Nienburg on January 15. Also one was sent to Savanna at the same time. I hope you have not hunted the carbons in vain in order to send similar letters to Burlington.

We had lunch with Miss Anderson yesterday, and I understand she is going to Oregon. Also Miss Nienburg is to be away for a short time, I understand. However if the letters to Burlington have not been sent due to my poor information,

I should like letters sent within the next few days. Probably Miss Wolfe, Miss Thurman, and I should all be mentioned although we should not all visit the plant of course, because some of our plans might change unexpectedly.

Regards to all,

Martha Ziegler

February 7, 1942

Miss Martha Ziegler
Congress Hotel
Chicago, Illinois

My dear Miss Ziegler:

Miss Nienburg asked me to let you know that we have had notification of a meeting of Region Ten in San Antonio, Texas, March 13 and 14. Miss Nienburg said she doubted whether we would be near that area but wanted you to know we had been told about it.

Sincerely,

Lorina M. Wendt

[illegible]
[illegible]

Feb. 7, 1942

Miss Martha Ziegler,
Congress Hotel,
Chicago, Ill.

My dear Miss Ziegler:

I am enclosing typed copies of the "General Outline" and of the report of the visit to the Rooms Registration office.

Miss Spring made a change in the routing of reports from Miss Larrabee's office where the mail is opened; the reports will go directly to Miss Spring to be noted as received in her card file; from there to Miss Nienburg - from Miss Nienburg to me - and then back to Miss Spring for filing.

I have taken off material from the Burns City report for the U.S.O. people.

Mr. Shark of F.S.A. went yesterday to Kingsbury - so we should have the latest information soon.

Hope you had a good trip out.

Sincerely,

Mary Cannon

Enclosures
MC:am

From the Charlestown Indiana survey
we are saying there was a need at the
time of the survey for a building in Jeffer-
sonville for U.S.O. Should we try to
follow this up with Federal Security, or
do you think it was being taken care of.

File

CONGRESS HOTEL
CHICAGO, ILLINOIS

Feb. 7, 1942

Dear Miss Nienburg,

Miss Wolfe and Miss Thurmon arrived in Chicago last Wednesday morning. They had quite a lot of writing up to do - and since I was still seeing various people we decided it was best to remain in Chicago a little longer. Miss Wolfe mailed all of the St. Louis material last night and Miss Thurmon spent this morning finishing up most of the rest of the Joliet - Wilmington report.

Mr. Wolaner of the Regional office of Farm Security in Indianapolis came to Chicago today and spent the morning telling us about all of the latest developments at Kingsbury and elsewhere. I think

probably it will be advisable for Miss Wolfe to call again at Kingsbury rather soon. However we shall see Mr. Robinson of Federal Security first this time, either on Monday or Tuesday. Then Miss Thurman and I shall leave for Rock Island and Burlington, or that area anyway.

A number of other developments concerning activities of federal agencies were explained to me this week. I am now typing up a summary of all of my notes - and hope to send you a copy in a few days. It was possible for me to see some mimeographed material of Federal Security this week which gave a lot of miscellaneous information.

Miss Wolfe told me that she thought Miss Thurman had done very well in writing up her parts of the St. Louis reports. We both like her very much, and she certainly is an industrious worker. I am going to let her try some of the contacts in the next community.

Sincerely
Martha Ziegler

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

Community
files

FROM Labor Dept.

BUREAU Women's

CHG. APPROPRIATION Salaries and Expenses

U. S. GOVERNMENT PRINTING OFFICE 10—1723

Feb. 4, 1942

Miss Martha Ziegler
Congress Hotel
Chicago, Illinois

WILL BE AT STEVENS HOTEL TOMORROW NOON.

MARY ANDERSON

MA:IS

STANDARD TIME INDICATED
RECEIVED AT

TELEPHONE YOUR TELEGRAMS
TO POSTAL TELEGRAPH

Form 16

Postal Telegraph

Mackay Radio — All America Cables
Commercial Cables — Canadian Pacific Telegraphs
TELEGRAMS CABLEGRAMS RADIOGRAMS

THIS IS A FULL RATE TELEGRAM, CABLEGRAM OR RADIOGRAM UNLESS OTHERWISE INDICATED BY SYMBOL IN THE PREAMBLE OR IN THE ADDRESS OF THE MESSAGE. SYMBOLS DESIGNATING SERVICE SELECTED ARE OUTLINED IN THE COMPANY'S TARIFFS ON HAND AT EACH OFFICE AND ON FILE WITH REGULATORY AUTHORITIES.

W424. W.CA667 9 COLLECG GOVT NL=JY JOLIET ILL 16 JAN 16 PM 10 57

MISS BERTHA NIENBURG
=WOMENS BUREAU U S DEPT OF LABOR WASHINGTON DC=

PLANNING TO ARRIVE WASHINGTON MORNING OF JANUARY NINETEENTH=

:MARTHA ZIEGLER.

Woodruff Hotel
January 14, 1942

Dear Miss Nienburg,

No doubt my last letter did not sound very intelligent concerning the meeting which the Bureau is having in Washington next week. Miss Wolfe told me when she arrived in Chicago last week that I was to go to Washington for a meeting about the 20th of the month, but the same day I talked to Mrs. Agnes O'Connor over the telephone and she said that she had received word about a meeting to be held about that same time. Therefore I presumed that another meeting of the Labor Supply Committee was being called.

I shall plan to arrive in Washington January 20 as you suggest and of course shall want to talk to you about a number of things, and to make some plans with Miss Cannon. I really feel that we have made a great deal of progress this past week in Chicago and Indianapolis in learning about how to go about getting some action from certain agencies at least. Miss Wolfe asked me to tell you that she had a telephone conversation with the regional head of W.P.A. today, in which he reported that all of the Federal Security, Farm Security, and W.P.A. people concerned in the Kingsbury situation were meeting together today in Indianapolis and he seemed quite sure that the plans for W.P.A. buildings at the women's dormitories can be carried out. However we shall try to keep you informed of all developments.

As a matter of fact things do seem to be quite complicated. I shall try to give you only one example now. The regional recreational director for Federal Security told me the procedure which he has been following in recommending recreation buildings to be used by the U.S.O. in various localities. He and his area representatives have of course gone with U.S.O. people into some communities to meet with representative citizens to see whether the U.S.O. was desired. If an invitation is received from the communty the question of facilities is naturally discusssed. According to the man I saw a survey of available school, church, lodge and other buildings is made but if no facilties can be utilized a building may be recommended. At the same time of course the question of adequate schoold facilities also comes up in all of the defense areas. A regional representative of the office of education, in conjunction with state and local school authorities, makes recommendations concerning school buildings. In fact the regional representative of the office of education must approve a local application for new school facilities before the Division of Public Works in the Federal Works Agency will approve the application.

The regional recreation man told me that if an application for a new school to contain a gymnasium and auditorium is approved by the education man in the region he would normally make arrangements to get the school authorities to agree that this building will be made available for community recreational needs. In such cases no recreational building is recommended. However it quickly developed at the meeting in Chicago that at this particular time at least the Division of Public Works or the Bureau of the Budget, or both, are knocking out the provisions for the auditoriums and gymnasiums when the applications get to them. This of course would mean that there will be no recreational building either. Mr. Taft is working on this problem now with the

Bureau of the Budget but apparently the difficulty has not been solved. Apparently also the trend in Washington now, according to the representative of the Division of Public Works, is to build as rapidly as possible temporary schools (and hospitals) without some of the recreational facilities which can be omitted, with whatever money is available.

We do feel that on the regional level a good many people are interested in listening to the suggestions of the Women's Bureau. In fact a representative of Mr. Palmer's office in Chicago said that the sub-regional office there would be very glad to hear from us directly and that some things can be cleared without going through Washington.

I think that it will be extremely valuable to have a meeting with representatives of the women's groups at this time because a good many people have stressed the desirability of getting as many groups as possible to express an interest in getting some things done.

Miss Thurman and I shall probably spend the rest of the week in Joliet. Miss Wolfe is planning to spend one more day in Chicago and after she received yourletter has been thinking of proceeding to St. Louis, possibly stopping off in the Crab Orchard Lake area, but that might depend partly upon what she could find out in Chicago today about the status of that project. I think that it will be advisable for Miss Thurman to join Miss Wolfe at the end of this week. I rather judged from your letter that I shall be returning to the Middle West after the Washington meeting, and wondered about this since it might mean that I should not need to bring very much baggage back to Washington with me. Also of course it might make a diffference about my railroad ticket.

After we spend the next few days here there are several people in Chicago that I know I shall want to see again and so at present I am planning to spend the morening and the early afternnon on next Monday in Chicago before taking the train for Washington about 4 o'clock. However I shall plan to get my mail at home on Monday morning in case you want to communicate with me.

I am enclosing a clipping which I thought might be of interest to you. Mrs. Zinzer is a rather successful business woman in Chicago and of course she is interested in jobs for women. I wonder a little about this group appointed by the head of the state department of education. Only last week I talked to Mrs. Elizabeth Slotkin of the training section of the Illinois Bureau of Placement and Unemployment Compensation. She certainly did not feel that the vocational education people in Illinois were at all ready to open up training classes to women. In fact there was considerable publicity in the Chicago papers last week about women demanding admittance to some of the classes being given in the Chicago high schools. Mrs. Slotkin mentioned particularly Kenyon S. Fletcher, assistant director of the Illinois Board of Vocational Education and showed me a little correspondence which she has had with him. Mrs. Slotkin, herself, seems to be very much in favor of training for women.

Mrs. Zinzer is certainly aggressive and militant and certainly would be interested in this training situation if the same situation still exists. She happens to be a friend, although not an intimate friend, of one of my closest friends. As it happened we met the Zinzers at a summer resort last summer and ate at the same table with them for several days. I thought perhaps you might be interested in having me try to see Mrs. Zinzer next Monday, but of course there is one rather large difficulty, as perhaps you already know. Mrs. Zinzer also happens to be one of the leaders of the group in Illinois which is against restrictive legislation with reference to hours, etc., for women. In other words she is Woman's party. Largely because of this I did not stress my work in the Labor Deartment last summer when we met since I thought it might embarrass my friend. However Mrs. Zinzer is an intelligent person and some people think she is willing to listen to facts and eager to get more information. I think she would be very interested in our bulletins on occupations for women in the defense industries and perhaps would be interested in the work we have been doing. I doubt if she has any conception, of course, of the kind of work involved in shell loading. Perhaps it would be better to write to Mrs. Slotkin or some other third party to see Mrs. Zinzer. She is, by the way, a rather active member of Zonta.

I hope Canada was not too cold for you. Our weather has improved greatly the past few days. It will be nice to see you soon.

Sincerely,

Martha Ziegler

P.S. As no doubt you realized my letter about Burlington was written before Miss Wolfe received your letter about St. Louis

File

Woodruff Hotel
Joliet, Illinois
January 14, 1941

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

My dear Miss Anderson:

Although I shall no doubt be seeing you soon, I wanted to write and tell you that we thought the meeting in Chicago was of great value to us in the work we are now doing. We did have a chance to gain a great deal of information about the various agencies engaged in welfare and recreational activities in the defense areas and hope at least that some of them are a little interested now in the problems of women. As a matter of fact a good many women were present at the meeting and gave us some moral support when we talked to them individually after some of the sessions. However I hope to have a chance to tell you about some of the many things which "came out into the open" at this meeting when I return to Washington next week, since it is really too long a story to write.

When I wrote last week I mentioned I believe that I had seen Mrs. Elizabeth Slotkin of the training section of the Illinois Bureau of Placement and Unemployment Compensation. Several stories have appeared recently in Chicago papers about women demanding a chance to take some of the defense courses being given in the Chicago high schools. Mrs. Slotkin did not seem to know just how these stories had started but said that it has certanly been true that women have not been able to get any of this training. She showed me some correspondence which she has had with Kenyon S. Fletcher, assistant director of the Illinois Bureau of Vocational Education, which of course operates under the general advice of the federal bureau. The N.Y.A. of course has been willing to give training to women but this has been frowned upon by the vocational education people. Mrs. Slotkin said that the latest word she has had is that a regulation has come through affecting the N.Y.A., as well as other training units, that, except with permission given by O.P.M., women cannot be trained except for jobs in which they are "customarily employed." However Mrs. Slotkin seemed to feel that various interpretations might be possible under this rule and has compiled a list of jobs in which some women have been placed by the Illinois Employment Service recently. Some welders, press operators, etc., are included but of course in only a few types of welding or punch press operations. Perhaps this regulation is already out-of-date, or soon will be, however.

Since we have been in Joliet we have been told that a company is being started here to make sail planes, which seem to be about the same as gliders. Through the local office of the employment service and the Lockport High School the company has asked for a small number of women to be referred to it which it is going to train for work in its factory. If we can spare the time from our defense community survey we are going to try to visit this company. However I do not know what we shall find exactly, since, according to one report at least, the women are going to be expected to pay for their own training.

When I was in Chicago last week I talked to Miss O'Connor and Miss Davis for a few minutes. Miss O'Connor was interested in knowing exactly what the statement was which Mr, Hutson of Indiana had released about the Indiana night work law, because of the pressure which is going on in Illinois with reference to the one day's rest in seven and the eight hour law. At the time I did not have a copy of the statement with me and Miss O'Connor said she was going to write to Mr. Hutson. However I thought perhaps you might like to write to Miss O'Connor about this, and send her copies of the Bureau's recommendations if these have not already been sent.

Sincerely,

Martha Ziegler

WOMEN SURVEY JOB FIELD FOR SERVICE IN WAR

(Chicago Daily News)
1/14/42

500 Business Executives of State Plan Part for National Defense.

Five hundred women business executives in the state began a study today of wartime and long-range jobs and the fitness of women to fill them. They have been organized by Superintendent of Public Instruction John A. Wieland to survey the state by counties.

They will study the fitness of women to serve in shell and torpedo plants as well as banks and offices; to work as welders, machinists, typists and clerks; to operate a punch and drill press as well as a beauty shop. As fast as each field of labor has been explored, data concerning its requirements will be made available to girls graduating from high schools and colleges, to unemployed women or married women who wish to take up national defense work, or to those workers who wish to shift to employment for which they are better suited.

Headed by Mrs. Zinzer.

Head of the committee is Mrs. Anne V. Zinzer, director of the Zinzer Personnel Service in Chicago and well known as an authority on women's careers. Each county will have a local chairman.

Wieland said the committee will function as a civic group within the state public education department. The latter will assume responsibility for the program's extension and distribution of reports to schools and libraries.

The drive is the outgrowth of a Chicago activity developed last spring in connection with the observance of Youth Week. Business women here offered to help girls train for jobs and at the same time do research on the requirements of various fields of employment.

Some Fields Already Studied.

Extensive studies of the city's transportation, insurance, banking and finance fields have been made, and a current investigation of jobs in the food industry is under way, directed by Mrs. Leone R. Carroll, director of the Homemaker's Institute of the Jewel Tea Company. This study will be made public Feb. 5 at a job clinic for girl students, educators and vocational leaders.

In earlier studies made here, it was revealed that insurance jobs for women require typing speed of 50 words a minute, ability in mathematics and sales; transportation positions require 50 to 60 words in typing, 100 to 125 in shorthand, but some work is open to grammar school graduates; banking and finance require mathematical abilities and quick mental reaction.

January 13.1941

Dear Miss Nienburg,

No doubt you are back from Canada by now and perhaps have been wondering what we have been doing. Miss Thurman and I went to Joliet last Wednesday evening and spent a few days there and then came back to Chicago because of the meeting here about which no doubt Miss Anderson has told you. Miss Wolfe has written to tell you of her trip to Indianapolis and it does appear that the regional Farm Security and the W.P.A. are seriously interested in providing some facilities for the women's dormitories in the LaPorte area.

Both Miss Wolfe and I have gained an immense amount of knowledge from attendance at this meeting and certainly the whole picture concerning housing, welfare, recreation, education, etc., in the defense areas is very confused. The U.S.O. and the Federal Security Agency people (in the recreation division) do seem to have a rather close working relationship but the W.P.A. appears to work rather effectively and independently and the Farm Security, at least in this region, appears to have a closer relationship with W.P.A. than with any of the others. Also, actually the Division of Public Works in F.W.A. and the Bureau of the Budget appear to have the final control over funds for schools, recreation buildings, etc. But it would take a long time to give you the complete picture as it seems to have developed at the meeting here and since Miss Wolfe said I was to come into Washington for a meeting next week, perhaps I can tell you the whole story more easily than I could write it in a limited time.

Miss Thurman and I are planning to go back to the Joliet area this evening or early tomorrow and shall spend at least another day or two there. Then we may finish writing the report in Chicago since I have found that the people who have the latest information as to what may be done in Joliet are all in Chicago. Also if it seems advisable to contact the W.P.A. again to see what can be done in that area, the state and regional offices in Chicago should be contacted again. However there is a district office in Rockford which might also have to be visited.

According to reports in Chicago the Savannah Ordnance Depot near Savannah, Illinois is employing some women in shell loading as well as in theoffice although as yet the numbers are very small compared to the total number employed. Also some women are said to be employed in production at the Rock Island Arsenal although the great majority are employed in the office. Miss Wolfe is planning to stay in Chicago at least for a day or two to finish writing up her report on Burns City, Ind., and to see one or two more people on the Kingsbury situation. However she is planning to start west toward Burlington very soon and so has asked me to ask you to have a letter sent as soon as possible to the plant at Burlington. Also, if you wish us to visit Rock Island and Savannah letters should be sent there. These plants are both government arsenals and the employees are under civil service.

I believe that you had received a request from the Y.W.C.A. for some information concerning the earnings of women workers in the Rock Island area before I left Washington, but I do not remember exactly what this was. However this does bring another question to my mind again and that is in just what form we are planning to give out the information on the plant schedule, which has of course been expanded quite a little since our first surveys in Maryland. As I wrote before we are finding all plants regarding the information as to numbers employed as very confidential on the basis of regulations of the War Department. Also the plant at Joliet has been unwilling to give much specific information to any agency and while we did get some, the resident partner of the company stated that he did not think any information should be given out about his plant as such. Perhaps this would not apply to very general information but he seemed to regard practically everything as confidential.

Of course we have found that on the whole company officials have been very friendly to us, but largely I feel because we were from the Labor Department and had a somewhat different approach, at least in part, from the many other government officials who have been visiting them, such as Federal Security, the housing officials, the school officials, the U.S.O., etc. Because of this and also because of the trouble the U.S.O. has had in a few areas I probably have not stressed our interest in getting information for the U.S.O. as much as I should have, although it has been mentioned, and was mentioned in several of the letters of course. Also, now, it may be that some other agency may actually be able to provide facilities which the U.S.O. cannot provide. Also I understand that Miss Stitt is interested in our getting certain information concerning working hours if state laws are being waived and that some agencies are interested in data on learning periods. Is such information for our own use only, is it going to be tabulated and given out for a whole group of plants, or is most of the information on the schedules to be given out to the U.S.O., state departments of labor, other federal agencies, etc., under the name of each individual plant?

I think that probably the Kingsbury and the Goodyear plants were most concernied about keeping the number of employees confidential but I think other plants may want to know exactly how all of our information is to be used and I am not sure that I understand everything as clearly, myself, as I should. Probably most plants really would be willing to have most of the information given out, but some might not.

I do think that we have gained a great deal of valuable information by visiting the communities, which would have been very hard to get in any other way, and certainly the background we have already gained has made it much easier to get an understanding of the total picture and the various agencies involved at this Chicago meeting.

I can be reached at the Woodruff Hotel in Joliet at least through Thursday. Please let me know when I am to be in Washington. Perhaps I should say, by the way, that the Crab Orchard, Illinois project is in a very early stage, -entirely in the contruction stage, I believe, so that it seemed best to go to Iowa first. However we can make some investigation of it, probably, if it seems best to you, rather soon.

Sincerely,

Martha Ziegler

Defense
Comm.

January 12, 1942

Miss Martha Ziegler
Woodruff Hotel
Joliet, Illinois

My dear Miss Ziegler:

While I seem to remember writing you that we were expecting you in Washington for the meeting with representatives of the women's groups on January 21st, I cannot find a reference to this matter in my letters to you.

It is our plan for this conference to hold a general meeting on the morning of the 21st to be followed by committee meetings. One committee would deal with community facilities in industrial areas and a program for improving them. It was our plan to have you present the matter at the general morning meeting so that all members would get a picture of what is taking place in rural communities.

At the committee meeting Miss Cannon would serve as secretary with Miss Lowrie as Chairman but you would be present to help bring about necessary recommendations. The meeting would continue on the 22nd with Committee's reports being made.

The aggenda for the program will have to be worked up without your help although we will send it to you for suggestions. However, it is advisable for you to be here on the 20th to go over the matter with Miss Cannon. Therefore, will you plan your work to be in Washington on the 20th and to remain through the 22nd.

Miss Thurman should be assigned to work with Miss Wolfe unless there is finishing work for her to do.

Sincerely,

Bertha M. Nienburg,
Assistant Director

Office use
[illegible] only
med.

January 7, 1942

Miss Martha Ziegler
5325 Addison Street
Chicago, Illinois

My dear Miss Ziegler:

At Miss Stitt's request, and approved by Miss Nienburg, will you please add on page 5 to the firm schedule used in the Community study this question? f. When hours exceed State legal limit, are permits from State Labor Commissioner on file?

Sincerely yours,

Isadora Spring,
Chief Statistician.

IS:
MMG

Defense Community Needs

Chicago, Illinois
January 7, 1941

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

My dear Miss Anderson:

There are quite a number of things about which I hope to write soon but one or two rather urgent matters have arisen about which I want to write immediately.

Yesterday I went to see Mr. William G. Robinson who is the regional recreational representative for the Federal Security Agency in the states of Ohio, Michigan, Kentucky, Wisconsin, Illinois, and Indiana. We had been told in LaPorte that Mr. Robinson had come from Chicago to go with Mr. Zachary, the state recreational man for Federal Security in Indiana, and the U.S.O. women, when the meetings with people in the different communities were held in the LaPorte area.

Mr. Robinson told in some detail about the work which is being done in the states under his jurisdiction and indicated that in those states at least the Federal Security Agency is maintaining close contact with the U.S.O. people. In fact his agency has made the preliminary surveys in areas where U.S.O. work was contemplated, has sent representatives to the community meetings, has arranged for the provision of facilities, etc., In some cases, of course, though probably mostly in areas near army camps, the Federal Security Agency has given authorization for the building of recreation buildings. However Mr. Robinson said that his office had now agreed to recommend the construction of a building in the Wilmington, Illinois defense area since a survey recently made indicated that probably no adequate space is available. Mr. Robinson seemed to indicate rather definitely that the U.S.O. is working more or less definitely under the supervision of the Federal Security Agency.

Mr. Robinson asked whether we are represented as a Bureau on the committees which have been set up to carry on coordinated work of the Defense, Health, and Welfare Acitivities, under Mr. McNutt as Coordinator. He seemed to feel that we probably should be at any rate. In this area, at least, a regional conference is held every two months, and representatives of the housing agencies, W.P.A., N.Y.A., Farm Security, and various other agencies interested in recreational and welfare problems in the defense areas attend. Upon inquiry Mr. Robinson found that Miss Skinner from the Children's Bureau has been attending the regional meetings in Chicago and so far as he knows has been the only representative of the Labor Department. As it happens one of these regional meetings is to be held in Chicago on Monday and Tuesday of this next week and Mr. Robinson has extended an invitation for either Miss Wolfe or me to attend, if we wish to do so. Mr. Taft assistant to Mr. McNutt in his capacity as Coordinator of Defense, Health, and Welfare will be here. I did not give Mr. Robinson any definite answer to his invitation because it seemed best to consult you first. Personally it would seem rather desirable to me that one of us attend. However since I believe this same " coordinated plan" exists all over the country, I thought you might want to contact the Federal Security Agency directly. Apparently the work being done by various government agencies with respect to recreation, housing, child care, etc., is discusssed at these regional meetings and I should think we might be able to get considerable information concerning the states of Indiana, Illinois, and Ohio in which we are particulalrly interested right now. It is possible that the representative of the Women's Bureau might be asked for information at this meeting, but if it seemed advisable no doubt the statement could be made that the Women's Bureau had simply come to this meeting as an observer since no other meetings of this regional committee had been attended previously.

If you would like Miss Wolfe or me to attend the meeting please wire me as soon as possible at the Woodruff Hotel, Joliet, Illinois. Miss Thurman and I shall go to Joliet this evening. Miss Wolfe is going to Indianapolis tonight, and I shall have to get in touch with her after I hear from you so that I should like to have an answer by early Saturday if possible. According to reports from the regional office of Employment Security and the Illinois State Employment Service the ordnance plants in the Joliet area are very uncooperative and so we may not be able to get much information there. Under the circumstances I think it would be best for me to bring Miss Thurman back to Chicago with me if I return. Of course since Miss Wolfe does not know ~~as yet~~ just how long she will need to remain in Indianapolis, we cannot say as yet just which one of us could return most easily to Chicago. However if you think it desirable for one of us to attend the meeting we shall plan to make the necessary arrangements in some way.

I had an interesting conversation with Mrs. Slotkin of the Illinois State Employment Service with reference to the difficulties which she has had in trying to get the schools interested in opening defense training courses to women. I shall try to write to you about that in a few days-and also concerning the opinions I have picked up while visiting Miss O'Coonor, Miss Davis, and others concerning the requests which are being received for the relaxation of the eight hour law and the one day's rest in seven law.

Sincerely yours,

Martha Ziegler

P.S. Mr. Robinson also mentioned that Federal Security expects to have more funds for community facilities when a bill which is now in Conference Committee is passed. He did not know whether any recreational buildings will be built, however.

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM U. S. Department of Labor

BUREAU Women's

CHG. APPROPRIATION Salaries and Expenses

U. S. GOVERNMENT PRINTING OFFICE 10—1723

January 8, 1942

Miss Martha Ziegler
Woodruff Hotel
Joliet, Illinois

BELIEVE BEST YOU ATTEND CHICAGO MEETING. SHALL CONTACT SOCIAL SECURITY OFFICE SO THAT WE MAY HAVE REPRESENTATION IN LOCAL OFFICES.

MARY ANDERSON

MA:IS

January 2, 1942.

Miss Martha Ziegler,
Hotel Rumely,
LaPorte, Indiana.

My dear Miss Ziegler:

Miss Anderson gave me your letter of December 18 to read. I was exceedingly interested in your report concerning Mr. Hutson's attitude toward the night work law for women. I sincerely hope that he will permit night work only after he has made an investigation which proves that night work is necessary for defense production. Unless he controls this situation by issuing permits I am afraid that he is lost.

In answer to your inquiry about the application of State hour laws to plants owned by the Government, but operated by private concerns, I am sending you several copies of a memorandum prepared by the Women's Bureau and approved by the Solicitor of Labor. You will see from point 4 of the summary that State labor laws do apply to such establishments.

I am very anxious to know what information you have about the hours which women are being employed in government arsenals, ordnances, etc. According to a clipping from the New York Times workers in the Frankfort Arsenal are being employed 10 hours a day for 5 days and 8 hours on Saturday making a total of 58 hours. This clipping does not indicate that the hours of employment for women are shorter than those cited for the Arsenal.

If you have any information at all about this matter I would appreciate it very much if you would send it to me.

I want to thank you for your very lovely Christmas card. I hope that you are having a good trip.

Sincerely yours,

Louise Stitt, Director,
Division of Minimum Wage.

December 29, 1941

Miss Martha Ziegler
5325 Addison Avenue
Chicago, Illinois

My dear Miss Ziegler:

I am sorry to intrude on your vacation but it would seem to be necessary to do so in order to let you know of the status.

First, I am anxious that Miss Wolfe be at hand when we find the proper housing official with whom to take up the housing matter and the recreational situation. This must occur this week as I am leaving Saturday for Canada. However, it may mean that Miss Wolfe will not be free to start out in the field until the fifth.

As Miss Truman, our new field agent, comes to work on that date, it would almost seem advisable to have Miss Wolfe wait for her and go with her to join you in Chicago. I am going to assign Miss Truman to you. She has not done any field work but has been working on occupational outlook statistics at the Bureau of Labor Statistics. She is a graduate of Agnes Scott College and did statistical work there also. It probably will take her some little time to get into matters as she may have little chance to get background in the office. I must count on you rather heavily as I will not be here when she arrives.

As some of your schedules were marked data of numbers employed as confidential, I think it is going to be advisable to put out our statements to those interested by States rather than by plants. This would mean that Indiana would not be sent out until the Navy plant at Berne City was contacted.

I would suggest that you take Miss Truman with you but that all three of you work in the Middle West until Illinois, Indiana, Iowa, Kansas and Missouri are completed. As I am drawing Margaret Kay Anderson up to Canada for at least a week and am not sure but that she may be retained in the East for a second week, it may be advisable to have Miss Wolfe help in St. Louis on the Ordnance plants. However, the decision on this can be made after Iowa, Illinois and Indiana are completed.

May your work during the new year bring satisfaction to you and your personal life be most happy.

Sincerely,

Bertha M. Nienburg,
Acting Director

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Labor Dept.

BUREAU Women's

CHG. APPROPRIATION Salaries and Expenses

U. S. GOVERNMENT PRINTING OFFICE 10—1723

Dec. 15, 1941

Miss Martha Ziegler
Warren Hotel
Indianapolis, Indiana

ADVISABLE OMIT BURLINGTON FOR PRESENT. VISIT PLANTS YOU SUGGEST. WRITING THEM AIR MAIL.

MARY ANDERSON

MA:IS

Miss Nienburg

STATION
WAVE
THE BROWN HOTEL
THE HOME OF KENTUCKY HOSPITALITY

the
Brown hotel

Louisville, Kentucky   Broadway at Fourth Ave.

HAROLD E. HARTER
MANAGER

December 13, 1941

Miss Mary Anderson, Director
Women's Bureau
United States Department of Labor
Washington, D.C.

Dear Miss Anderson:

Probably you have already learned of the explosion at the Iowa Ordnance Plant at Burlington, but I am enclosing a newspaper clipping in case this news has not reached the Washington papers. Some of the other news stories have given slightly different details and it is hard to be certain whether the accident occurred in the plant where the women are employed or in the powder plant. Of course we have been planning to go to Burlington as soon as we finish seeing the Labor Commissioner in Indianapolis, - in fact Miss Wolfe bought her ticket to Burlington from Washington. Also I think that the Burlington plant is somewhat different from the others we have visited and would therefore be of special interest to us. Also we might be able to get some information as to what the reaction has been among women employees to the explosion. Naturally, though, I have been wondering whether we shall be able to get much information from the plant next week and it might be very hard, if not impossible, to get into the parts of the plant where the women are employed. If you think it advisable for us to omit Burlington for the present, we perhaps could go to LaPorte, Indiana or Wilmington Illinois instead for the present.

If you wish to reach me on Monday I shall plan to be at the Warren Hotel in Indianapolis. If we are to go to the Elwood Ordnance Plant at Wilmington, Illinois or the Kingsbury Ordnance Plant, LaPorte, Indiana, I think letters to the plant and to the commanding officer in charge of work at the plant would be very helpful, As I wrote to Miss Nienburg the other day we felt that the letter which was sent to the Goodyear Company at Charlestown smoothed the way for us very well. However it was first delivered to the commanding officer of the plants and probably helped to make the army officer who actually gave permission for us to receive information concerning the number of women employed more certain that we were "authentic." Unless we hear from you on Monday, however, we shall go on to Burlington as planned.

By accident we met Mr. Quentin Wert, Assistant Administrator of the N. Y. A. in Indiana the other afternoon. He told us about some of the difficulties his organization has had in trying to train women for machine shop work, and also mentioned that the N.Y.A. is considering the possibility of turning a resident center for machine shop work at Anderson, Ind. into a project for women. However they will ask the employment service to contact a number of large companies in the vicinity first to see what

STATION WAVE

the
Brown hotel

Louisville, Kentucky   Broadway at Fourth Ave.

THE BROWN HOTEL
THE HOME OF KENTUCKY HOSPITALITY

HAROLD E. HARTER
MANAGER

their attitude toward employing women in machine shop work would be now. Mr.Wert,himself,seems very interested in the possibilities of employing women. Since we are to be in Indianapolis anyway one of use may stop at the N.Y.A. office there.If so we shall send you any additional information we can get.

The Goodyear Company gave us very complete and detailed information concerning the bag loading plant at Charlestown.The factory seemed very well managed to us. Of course the management is worried about the night work law,however, At the present time only one shift is being operated but it would seem likely that this will have to be changed before long. We shall try to send in our complete report on this area within a few days but it will take at least a couple of days to get everything written down and assembled.

Sincerely yours,.

Martha Ziegler

P.S. I wrote a letter to Miss Nienburg the other day about the trouble the U.S.O. had in New Albany, Indiana, but don't know whether Miss Nienburg had a chance to tell you about it before she left. We did find later that other towns in the area are not as opposed to the U.S.O. In fact several U.S.O. women are actually working in this territory.

12/13/41

Louisville Courier-Journal

Explosion Wrecks TNT Unit [illegible]rdnance Plant In Iowa, Killing 9, Injuring [illegible] Others

Commandant Say Blast Accidental, Cause Unknown

From Wire Dispatches.

Burlington, Iowa, Dec. 12.—A terrific blast that rattled windows five miles away virtually destroyed a TNT melting unit in the $60,000,000 Iowa Ordnance Works today, killing nine workmen and injuring at least twenty more.

Lieut. Col. Keith F. Adamson, area commandant, immediately closed the entire area to the civilian public.

300 Guards On Duty.

He said the explosion was accidental, but that he did not know the cause. He added that the blast was "very bad," but refused to discuss it further pending an investigation to be conducted by army ordnance experts en route here by plane from Washington.

The plant, completed a year ago, had been guarded by 300 soldiers since the outbreak of war with Japan.

There was no hint as to the cause of the explosion in the No. 1 melt unit, but reports indicated the blast damage was confined to the three-story structure in which TNT (trinitrotoluene) is melted by steam, blended with other explosives and then loaded into shells. The line affected was loading 81-millimeter shells, Col. Adamson said.

G-Men Also Investigate.

First of the dead was identified as Pearly J. Pettit, Lansing, Iowa, who died in a Burlington hospital. Other dead were taken from the wreckage, it was reported here. Fourteen of the injured were in one Burlington hospital, five in another, and an undetermin[illegible] in the plant recei[illegible]

In additi[illegible]tary investigation, [illegible] Bureau of Investi[illegible]ed men from Des [illegible]d other points.

The blast came shortly after 1 p.m. when, Colonel Adamson said, as many as sixty might have been in the melt house.

He said the explosion apparently was confined to the one structure, the loading line being constructed in series with separate operation departments connected with conveyors. The line extends north and south for nearly a mile.

Police Clear Highways.

Many women were employed in the units engaged in final preparation of the completed shells, but none was injured, reports indicated.

Thirty-five Iowa highway patrolmen were assigned to clear the highways for ambulances and prevent congestion. All passes for entrance to the 20,000-acre area were canceled.

William Pratt, 25, Burlington, one of the injured, said the first he knew "there was a terrific noise and then the roof began falling in." He was not hurt badly.

The plant is five miles west of Burlington, normally a town of 25,000 but now mushroomed to nearly 40,000.

DEPARTMENT OF LABOR

Dear Miss Ziegler:

Miss Nienburg sent this letter to me for typing from Boston.

The letter Miss Nienburg speaks of going to Burlington from us was not sent as Miss Anderson thought things would be in such an uproar ~~there~~ just at the present time. Miss Nienburg returns to Washington tomorrow, Tuesday.

L. Wendt

December 15, 1941

No. 204
GPO

December 15, 1941

Miss Martha Ziegler
Warren Hotel
Indianapolis, Indiana

My dear Miss Ziegler:

In view of the fact that we have been asked to intercede with Labor Commissioners to get their cooperation for three shifts for women, it seems advisable to determine bag loading and shell loading employment needs also from this angle. Wednesday night the Indiana Commissioner long distanced us saying the bag loading plant had asked for permission. We told him that we were agreeing to changes in the law for 3 - 8 hour shifts, night shift for women over 21 years only. A copy of the New Jersey agreement went to him and one to you. You may show this at bag or shell loading plants.

I noted there was an explosion at Burlington. If you are not on your way, better shift schedule. However, a letter from us should preceed you, if not from the War Department. I am in Boston until next week but will get busy on the War Department as soon as I get back.

Faithfully,

Bertha M. Nienburg,
Assistant Director

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Labor Dept.
BUREAU Women's
CHG. APPROPRIATION Salaries and Expenses

U. S. GOVERNMENT PRINTING OFFICE 10—1723

December 12, 1941

Miss Martha Ziegler
Brown Hotel
Louisville, Kentucky

INDIANA LABOR COMMISSIONER TELEPHONED REGARDING NIGHT WORK LAWS. SENDING HIM OUR RECOMMENDATIONS. XXXXX MAILING SAME TO YOU CARE XXX LABOR DEPARTMENT INDIANAPOLIS. — Sent 12/12 SHS

MARY ANDERSON

MA:IS

CLASS OF SERVICE
This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

1201

SYMBOLS
DL=Day Letter
NT=Overnight Telegram
LC=Deferred Cable
NLT=Cable Night Letter
Ship Radiogram

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

JA94 37 GOVT NT COLLECT=LOUISVILLE KY 11

1941 DEC 12 AM 3 09

MISS MARY ANDERSON DIRECTOR=
WOMENS BUREAU UNITED STATES DEPARTMENT OF LABOR

218

WASHDC=

BECAUSE OF INTEREST IN NIGHT WORK LAW CHANGES WHICH WE ALSO FOUND IN INDIANA DO YOU WANT ONE OF US TO CALL AT LABOR DEPARTMENT INDIANAPOLIS BEFORE GOING TO IOWA PLEASE REPLY LOUISVILLE BY SATURDAY MORNING=

MARTHA ZIEGLER.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

December 10, 1941

My dear Miss Ziegler and Miss Wolfe:

You can well realize that Sunday's occurrences have rather emphasized the need for women's services. The War Department has officially informed us that 24 hours of work 7 days of the week will be ordered in all defense plants; that the shortage of equipment and facilities are such that women will have to work on three shifts; that the vastly expanded production program now made requisite by active hostilities and the increase in the Army and Navy make it necessary that women be available for much employment now done by men.

We are ordered to confer with the Labor Commissioners of the 8 States in which women's labor is prohibited at night and to arrange for immergency modification of the law. I shall try to have a copy of the suggestions we make sent to you. The only States which are listed that you will be in are Ohio and Kansas.

Ethel and Margaret K. have been welcomed everywhere in their areas. They have learned not only of additional small arms ammunition plants, one of which will take them to East Alton, Illinois, but that there will be an incinderary bomb plant at Pine Bluff, Arkansas. The girls say that the Labor Supply Representative, Mr. Glenn E. Brockway, was most cooperative and would be a good person to contact for any information on Missouri, Kansas, Arkansas and Texas. His address is the Federal Security Agency, 414 Dierks Building, Kansas City, Missouri. You may not need this but I thought you should make a record of it.

I am leaving for Boston this evening. As there are many things that must be done and I am not sure whether I will be back Monday or not but the office will pass on any statements from you.

Sincerely,

Bertha M. Nienburg,
Assistant Director

Miss Ziegler and Miss Wolfe
Brown Hotel
Louisville, Kentucky

Louisville Times 12/5/41

U.S.O. Center Plans Dropped

Women's Project Vetoed In New Albany.

Abandonment for the present of a projected United Service Organization's recreation center in New Albany for women defense workers appeared likely today after a U.S.O. representative from Washington promised to support civic leaders protesting the project.

Following a spirited meeting, the Washington man, Frank D. Finley, announced he would recommend to U.S.O. higher-ups that they abide by a resolution adopted by the meeting, 19 to 1, urging that the project not be opened, "at least for the time being."

Objectors declared the center was not needed, that many of those who contributed to the recent U.S.O. drive for funds were "misled" into believing the money would be used exclusively for the entertainment of soldiers and sailors.

---

files

FDL

Community [illegible]

the
Brown hotel
Louisville, Kentucky
Broadway at Fourth Ave.

E. HARTER
NAGER

December 9,1941

(Charlestown - Jeffersonville - New Albany area)

burg,

I am going to write just a rather hurried note and

h the mail tonight so that perhaps you will get it before

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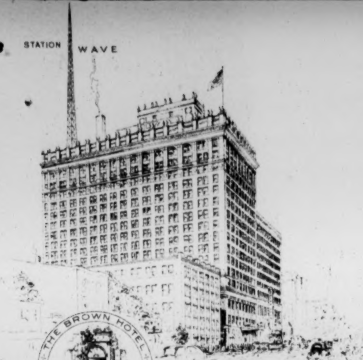
Very soon after I arrived in New Albany yesterday I heard a long story about the difficulties which the U.S.O.,-the National Catholic organization part of it,-had in trying to establish a center in this area.The story is too long to write now but,in the main,it is something like this. New Albany contributed heavily to the U.S.O. but understood that all of the money was to be used for the men in the military services. Later they got the impression that the U.S.O. in New Albany was going to spend most of its time and money providing entertainment for the wives of production workers. Also the citizens felt that many of the defense workers were earning more than most other people in the community and that no special recreational program was needed.A man came out from Washington to try to settle the difficulties but finally at the request of the local people the center was closed,-in fact I am not sure it ever opened.

Most of the labor here seems to be commuting and of course quite a large number of workers actually live in Louisville.There really doesn't seem to be the same recreational and housing problems as in a really rural area.

files Z26 Community Needs



the Brown hotel
Louisville, Kentucky Broadway at Fourth Ave.
HAROLD E. HARTER
MANAGER

(Charlestown - Jeffersonville - New-albany area)

December 9,1941

Dear Miss Nienburg,
I am going to write just a rather hurried note and try to get it in the mail tonight so that perhaps you will get it before you leave for Boston, although I seem to have forgotten just when you were going.

Very soon after I arrived in New Albany yesterday I heard a long story about the difficulties which the U.S.O.,-the National Catholic organization part of it,-had in trying to establish a center in this area. The story is too long to write now but, in the main, it is something like this. New Albany contributed heavily to the U.S.O. but understood that all of the money was to be used for the men in the military services. Later they got the impression that the U.S.O. in New Albany was going to spend most of its time and money providing entertainment for the wives of production workers. Also the citizens felt that many of the defense workers were earning more than most other people in the community and that no special recreational program was needed. A man came out from Washington to try to settle the difficulties but finally at the request of the local people the center was closed,-in fact I am not sure it ever opened.

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STATION WAVE
THE BROWN HOTEL
THE HOME OF KENTUCKY HOSPITALITY

the Brown hotel
Louisville, Kentucky Broadway at Fourth Ave.

HAROLD E. HARTER
MANAGER

One man to whom I talked, secretary of the New Albany Chamber of Commerce, seemed doubtful that any U.S.O. center would be wanted in this region in the future. There was considerable newspaper publicity, apparently, and some of it was in the Chicago Tribune. According to report the same sort of difficulty then developed at LaPorte.

After we heard about this and of course after the declaratio of war, we were very doubtful about our reception at the bag loading plant, but went there this afternoon to make a contact. The management was extremely nice and is making it possible for us to have a very thorough tour tomorrow. The letter from the Bureau had not reached the manager but was found in the office of one of the army officers and I think it did help to gain his consent over the telephone to our being giving information concerning the numbers employed. I think that both Miss Wolfe and I feel that the information concerning the plant, women's occupations, training, etc., will very likely be more important than the community survey in this particular region, although we have trying to collect the community information, too, of course.

Unless the Goodyear people keep us occupied more than all day tomorrow, I think we can finish here this week as scheduled. We do think that the letter sent from the office helped greatly in identifying us and we should like a letter sent to Burlington as well. However since we do not know what has been the experience of the U.S.O. in Burlington, perhaps it would be better simply to introduce us and to say that we are studying community problems with respect to women in defense industries and getting

STATION
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the
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HAROLD E. HARTER
MANAGER

plant informationconcerning women employees particularly.However this is only a suggestion and you may think some other type of letter more advisable.

We shall plan to spend a day or two at least getting some background on Burlington before going to the plant.I certainly think it was a good idea to do that here. Therefore we probably shall not try to see any plant officials in Burlington before Tuesday ~~xxx~~ or Wednesday of next week.

Sincerely,
Martha Ziegler

The Under Sec'y of War, Robert Patterson has requested the W.B. to arrange with State Labor Commissioners in any contracts ~~stat~~ for the employment of women on a 3 shift basis. In order that we may be specific – our recommendations, we are asking our 2 field agents Miss Z & [illegible] to confer with you next week concerning women's employment.

Miss Z & Mrs Parker will also determine the need of additional housing & recreation facilities & then may be needed should ~~the the~~ ~~[illegible]~~ employment of women workers be necessary.

STANDARD FORM NO. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Bertha M. Nienburg
BUREAU Women's Bureau
CHG. APPROPRIATION Salaries and Expenses, Women's Bureau, 1942
November 14, 1941

U. S. GOVERNMENT PRINTING OFFICE 10—1723

MISS MARTHA ZIEGLER
NEW CENTRAL HOTEL
ELKTON, MARYLAND

IF YOU HAVE APPROXIMATE DATA CONCERNING NUMBERS AND TYPE OF WORKER NEEDED, IT IS NOT ESSENTIAL TO PRESENT WORK TO STUDY CONDITIONS.

BERTHA M. NIENBURG

10:45 AM

November 13, 1941

Dear Miss Nienburg,

Please pardon the paper. I am waiting in an office and wanted to get a note written to you as soon as possible.-- We interviewed Mr. Thomas Dutcher, plant manager of the National Fireworks Co. at Elkton this morning.

He was firm in insisting that no one can go through the National Fireworks plant unless he receives a letter (or a wire might do I think) from the Philadelphia Ordnance District Office of the War Dept.-- at 1300 Mitten Building, Broad and Locust Sts., Philadelphia. He also said he could not give exact figures concerning numbers employed without permission from the War Dept. but we do have an estimate which can be used for our purposes I think.

The local representative of the War Department is the same man who is in charge of the War Dept. work at the Triumph Co. We did sign a paper there for the War Dept. but did not see the representative. However we asked Mr. Dutcher about getting approval from the local war dept. man and he insisted that could not be done under any circumstances.

The company assembles and loads fuzes of the quick action type, - not time fuzes. The preliminary metal work is done elsewhere. About forty percent of the women are in occupations which are considered hazardous and women constitute about 75% of total employees.

From our conversation with the manager (and guards) this plant does appear to have higher standards concerning safety, etc., than some plants and Miss Wolfe and I should like to go through it if possible. However I judge the occupations are much like those with which Miss Erickson and Margaret Anderson are familiar. - If you want us to visit the plant, the manager seemed to think permission could be obtained from the War Dept. In fact we thought perhaps it could be done in Washington as satisfactorily as in Philadelphia. - We shall be at the New Central Hotel in Elkton and shall plan to return there at ~~noon~~ Friday in case you wish to wire or telephone.

Sincerely
Martha Ziegler

July 17, 1951

SUBJECTS COVERED IN THE COMMUNITY SURVEYS
(The subjects covered vary among the areas - see chart in Statistical files for specific subjects covered in each area)

- Absenteeism
- Accidents and Safety Measures
- Child Care
- Community Facilities (medical, health, shopping, etc.)
- Community Services (laundry & shopping only)
- Community Attitude toward Women War Workers
- Economic Character of Area
- Employment of Negroes
- Employment of Women
- Farm Labor
- Food & Food Facilities
- General Working Conditions
- Health & Medical Facilities
- Hours
- Housing
- Labor Organizations
- Labor Supply & Demand (Labor Mkt.)
- Part-time Workers
- Recreation
- Registration of Women
- Schools and Educational Facilities
- Training
- Transportation
- Turnover
- Type of Worker
- Utilization of Women in War Industries
- Wages
- Miscellaneous notes

7

COMMUNITY STUDIES MADE BY WOMEN'S BUREAU STAFF DURING WORLD WAR II

States and areas covered in the studies

Subjects covered in the reports

July 13, 1951

STATES AND AREAS COVERED IN COMMUNITY STUDIES MADE BY WOMEN'S BUREAU STAFF DURING WORLD WAR II

State and Area	Date of visit
ALABAMA	
Birmingham	7/43
Childersburg, Talladega, Sylacauga area	2/42
Huntsville	3/42
Mobile	2/43
ARKANSAS	
Jacksonville	4/42
CALIFORNIA	
Mare Island	4/43
San Diego	1/42, 11/43 5/43
COLORADO	
Denver	12/41
State	5/43
CONNECTICUT	
Hartford	5/42
Waterbury	5/42
New Britain & Bristol	5/42
Bridgeport	5/42
New Haven	5/42
Meriden	5/42
FLORIDA	
Tampa	7/43
GEORGIA	
Atlanta	1/43
Brunswick	2/43
Macon area	3/42
Savannah	5/43
ILLINOIS	
Joliet, Wilmington,	2/45
Elwood area	1/42
East Alton area	1/42
Crab Orchard Lake area	1/42
Rockford	9/42
Savanna	2/42
Rock Island, Moline, Ill. & Davenport	2/42
East Alton	12/42

State and Area	Date of visit
INDIANA	
Burns City	1/42
Charleston, Jeffersonville, New Albany	12/41
Evansville	1/43 2/43
Indianapolis	2/43
Kingsbury, Walkerton, Knox area	10/42 12/41
South Bend	1/43
IOWA	
Burlington	1/44 2/42 4/42
Keokuk	9/43
Cedar Rapids	11/43
KANSAS	
Hutchinson	2/43
Wichita	12/43 12/41 2/43 7/43 4/44
Parsons	11/42
LOUISIANA	
State	7/43
Minden	3/42
New Orleans	7/43
MAINE	
Bath	4/43
Portland	4/43
MARYLAND	
Aberdeen and Edgewood	4/42 11/41
Baltimore	6/42
Elkton	11/41 2/42 6/43
MASSACHUSETTS	
Worcester	6/42

State and Area	Date of visit
MISSISSIPPI	
State	7/43
Flora	3/42
MISSOURI	
Kansas City (Includes Lake City, Mo.; Kansas City, Kansas)	12/41
St. Louis	2/42
NEBRASKA	
Sidney	6/43
NEW HAMPSHIRE	
Keen	6/42
NEW YORK	
Erie & Niagara Counties	7/43
Syracuse	12/43
NORTH CAROLINA	
Burlington	7/43
Charlotte	7/43 8/43
Durham	7/43
Elizabeth City	3/43
Wilmington	6/43
OHIO	
Akron	3/42
Cincinnati	8/42
Cleveland	3/42
Columbus	3/42
Ravenna	3/42
Sidney	8/42
OKLAHOMA	
Near Pryor	3/43
Oklahoma City	4/43
Pryor	12/41
Tulsa	12/41 4/43
SOUTH CAROLINA	
Charleston	1/43 5/43
TENNESSEE	
Memphis area (Includes Cordova, Millington	2/42
Memphis	8/43
Milan	3/42
Nashville	3/42
UTAH	
Ogden	4/43
Salt Lake City	4/43
TEXAS	
Dallas	12/41
Texarkana	4/42
Ft. Worth	12/42
VERMONT	
Springfield	7/42
VIRGINIA	
Norfolk	2/43
Radford and Dublin	11/41 3/42
WISCONSIN	
Milwaukee	3/43

Community

SUMMARY OF SELECTED COMMUNITY SURVEYS
MADE BY
WOMEN'S BUREAU
U. S. DEPARTMENT OF LABOR

November 29, 1943

U. S. Department of Labor
WOMEN'S BUREAU
Washington

COMMUNITY SURVEYS

The Women's Bureau agents have made studies of the community facilities in about thirty war industry communities, during 1943 to date. These studies were made in selected areas to determine the adequacy of the community facilities for the women employed in the plants surveyed by the Bureau. The facilities studied varied according to the type and needs of the community. Some of the subjects covered were the adequacy and source of the woman labor supply, transportation, child care, housing, food, recreation, medical and shopping facilities.

A brief summary of the findings on selected subjects in four areas is attached. These areas represent a cross section of the country and also the three major war industries - aircraft, ammunition, and shipbuilding.

Areas

1. San Diego, California - surveyed November, 1943
2. Wichita, Kansas - surveyed July, 1943
3. Elkton, Maryland - surveyed June, 1943
4. Savannah, Georgia - surveyed May, 1943

Subjects covered

1. Child care
2. Housing
3. Transportation
4. Recreation
5. Shopping and other community problems in San Diego and Savannah.

I.CHILD CARE

I. Child Care - San Diego, California

~~CONFIDENT~~IAL

About 1/4 of all working women in this area have children under 16. (About 12,000 women). About 40% of the children are cared for outside of nurseries - by relatives, neighbors, friends, etc.

Turnover reports from various aircraft plants showed many women were leaving because of child care problems. At the same time reports on attendance at the nurseries show that centers are not being used anywheres near capacity, only about 50%. Some of the reasons given for this are:

1. Need for more education of the mothers as to child care facilities available and the uses of these facilities.
2. Need for more publicity on child care facilities.
3. Need for more facilities for care for children under two.
4. Need for 24 hour care of children as there is no 24 hour care in any center. The plants in San Diego are getting more and more requests for 24 hour care.
5. Fees are claimed to be too high. The fees are graduated according to family income - maximum $1 per day.
6. Rumors in San Diego, children were not being fed properly in centers, were not adequately cared for etc. Whether rumors were well founded or not, they have had some influence on use of nurseries.

Recommendations as a result of the findings of child care survey:

1. In order to simplify the child care program, there should be some uniformity among the plants in the area in regard to the shifts on which mothers with child care responsibilities are employed. Wherever possible, these women should be hired on day shift, so their working hours may coincide with nursery school hours.
2. Mothers of children under two should not be hired until adequate child care has been provided. Generally speaking, the hiring of these women is undesirable.
3. It is recommended that all defense industries within the area adopt the split shift policy thus enabling mothers who ordinarily could not work at all or not 8 full hours to work a 5 hour shift.
4. If manpower problems become increasingly critical, the possible establishment of twenty-four hour child care services should be considered.

Other Conclusions of Child Care Survey Made in San Diego

"The paramount need throughout seems to be a necessity for more child care facilities and a counselling service available to all working mothers desiring advice as to proper placement and care of children, working hours, family problems, and any other service which they might need. When the small number of women, who are dissatisfied with present arrangements, is compared with the number of children inadequately cared for as listed under "present arrangements for child care", it is evident that many of these mothers are either neglecting their children or are in dire need of counselling. A further need for this service is also indicated by the desire shown for nursery school care for children under two as well as the marked tendency of mothers to attach little or no significance to the necessity of making arrangements for the care of children during illness."

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750122
By [illegible] NARS, Date 2-3-75

CONFIDENTIAL 3.

I. Child Care - Wichita, Kansas (nearly 20,000 women are employed in the war industry plants)

Facilities available

1. Nurseries - Four nurseries for children from 2 to 6 years old, under Lanham Act Funds. Fees average $2.40 per week for the one negro nursery, $3 and $3.50 for white, and equal 60 percent of operating costs. Attendance or enrollment has not been as good as needs indicated. The highest enrollment through June 30 was 116 children, and the average attendance 73.

2. School centers for children 6 to 16 years. There are three with average attendance of about 75 children. They are supervised by elementary school principals with a few assistants who receive as payment whatever the fees amount to. The fees are 50¢ per day for each child, no meals are provided. The Superintendent of Schools does not believe in using Federal Funds for these centers, therefore no application for funds was made for school age centers. In addition to these three centers, Beech Aircraft furnished money to open a play center at another school. (Note, this survey was made in July during school vacation).

3. Foster day care program for small children. At the time of the survey, about 100 children were cared for in Foster Homes. No 24-hour day care is provided. The fee averages $1 per day per child.

Comments

The woman director of the Child Care Agency is much discouraged over the lack of interest and response shown by the parents toward the nurseries and school centers. A free counselling service is provided at the U.S.E.S. office.

The last week of school 12,000 survey blanks were sent home to the mothers through the elementary school children, asking the mothers to state if care was needed for their children during the summer months. The paper stated that schools would be kept open if parents wanted children cared for at these school centers. Buses would pick up the children.

Out of the 12,000 blanks, 200 were returned stating need for child care. When the school centers were opened only 80 or 85 children appeared.

From all these reports, as well as experience elsewhere, it is evident that a program of education for working mothers and fathers is needed to make them see the value of supervised care for their children.

I. Child Care - Elkton, Maryland (about 7,500 women are employed in the two ammunition plants; one-half are married, estimated)

No problem among the white residents but it is reported that a pre-school or day care school would be most desirable for the negro residents. It is reported there are about 30 negro children of working mothers of the pre-school age group in one neighborhood alone, and no doubt day care schools would be desirable in other negro sections.

A housing project for about 350 white family units expected to have a day nursery operating soon.

CONFIDENTIAL

I. Child Care - Savannah, Georgia

The surveys made to show the need for child care, before applying for Lanham funds, were very poor and did not prove the existence of need for this service, neither did they prove that the need did not exist.

Regardless of the surveys, social workers in Savannah felt that there was a problem of children being neglected because their mothers were working and they believed there has been an increase in truancy and delinquency (although this may not be due to mothers working). There are a good many small children in downtown Savannah during the day, but this might be explained by the fact that some schools are on double sessions and some children have to travel some distance to school -- because of overcrowding in the schools and shortage of schools.

The board of the Child Welfare Council applied for Lanham funds and the amount of $51,595 was approved.

The following gives a very rough idea of what the Council planned to do on its child-care program. The plan had not been entirely worked out, of course at time of Women's Bureau agent's visit (May, 1943).

1. To set up part-time care in 6 schools (3 colored and 3 white) for school-age children.

2. To take over the 5 former WPA nurseries for pre-school children and to secure 6 new centers for pre-school children. In part, these are located as follows: There are two available and satisfactory as to location and building, but running expenses and staff will be supplied by the Council (with the Lanham funds). These are, we believe, private nurseries that are "closing out" -- one, downtown, was supported by endowment that ends this June. There is to be a new center at the Nathaniel Green Housing Project. There is to be one at the Garden Homes Housing Project, and there is to be one at the Fellwood Homes Project (for colored). The center at the Josiah Tattnal Housing Project is to be enlarged.

The Council secured the approval to the above plan from the Office of Education and the school buildings needed were "promised with reluctance."

II. HOUSING

II. Housing - San Diego, California

The OPA rental regulations have aggravated the housing situation in San Diego. The rentals were frozen as of January 1, 1942 which is the low rental season for San Diego because it is the off-tourist season. During the time from 1938 to 1941 the fleet was not in San Diego as formerly and rentals dropped very low. Consequently the rentals as of January 1942 were really at the level of 1939 - 1941 rentals.

This has given rise to many bad practices to get around the OPA regulations. Some places charge as much as $25 a month extra if there are children in the family. People looking for houses and apartments advertise in the papers that they will pay a $25 reward, or some such sum, if they can find a house. This actually means that they will pay $25 a month extra each month over and above the listed rental rate, rather than its being a lump sum payment of $25.

About 10,000 families are living in war housing units, the first 8 months of 1943, 6,000 families had been placed in war housing projects - family dwellings, dormitory apartments, and dormitory accommodations for single women, public trailers. In September 1943 there were 3,500 unfilled applications on file at the housing center, nothing available in war housing except when families leave.

The largest war housing project is Linda Vista with 19,000 to 20,000 people, preference is given to families with children.

Study was made by Employment Service of applicants from June 21 to July 3, 1943. It was found 59% of new applicants were in-migrants.

Housing appears to be the in-migrants greatest problem, with 46% of all in-migrant applicants now living in rooms. The greatest housing need appears to be for apartments. During the two weeks of the study, 191 U.S.E.S. applicants stated they needed apartments, while virtually no apartments were available as indicated by newspaper advertisements. Chief complaints of applicants about their housing were high cost, particularly of rooms and hotels; overcrowding, particularly among persons doubling up with other families; and lack of kitchen facilities.

II. Housing - Wichita, Kansas

Three Federal Housing Projects were under construction:

1 with a capacity of about 25,000 persons
1 with a capacity of about 4,100 persons
1 with a capacity of about 2,500 persons

Rent - Minimum $29 for 1 bedroom and $27.50 for 4 bedrooms.

One of the units, about completed has a nursery school which serves the day shift only - about 35 children are enrolled. Over 1,000 children under 5 years of age live in this project. Application has been made for Lanham funds for schools for other two projects.

Comments on Federal Housing Projects:

Many people do not believe these houses will ever be filled -- particularly the one with a capacity of almost 25,000 persons. According to local town groups, families do not want to move there if any other place can be found because of the isolation and lack of facilities.

II. Housing - Elkton, Maryland

Twelve dormitories were being constructed, 3 or more completed. Each dormitory houses 60 girls separate for white and colored. The rooms are pleasant; single ones rent for $4.50 per week; double for $7 per room. There are ample service facilities. There is a large commercial cafeteria three or four blocks from dormitories seating 200 or more. The cafeteria is attractive, and the food is good and reasonable.

There is also a housing project accommodating 350 white families.

The housing for whites seems to be reasonably well cared for.

There have been some surveys made regarding the housing for negroes, and after this survey it was decided that dormitories for 240 negroes would take care of the situation at present. (It is still not a definite fact whether these dormitories are for men or women, but it is thought that they are for women).

It is said by some that prior to the influx of workers there were 300 negroes in Elkton, and that now in Cecil County there are 3,000. It is not known how many are in Elkton.

II. Housing - Savannah, Georgia

The following recommendations made by the Women's Bureau agent summarizes the housing needs in Savannah:

Recommend considering more adequate housing for single women, especially if more single women are to be brought into Savannah, as is likely.

Recommend more housing for families. There is much overcrowding in at least 12% of the total dwellings occupied, according to a report made by U.S.E.S. (report states that these dwellings, having 8% of the rooms in Savannah, had 20% of the population of Savannah).

Although it is not indicated in the office of the Savannah War Housing Authority that additional housing is to be planned, it would seem that the problem should be reconsidered.

There would seem to be something of a rent-problem, where rooms for women are concerned. O.P.A. reports that those having rooms or apartments rented prior to March 15 are controlled on rates. We heard complaints from some persons that those, however, who have opened their homes to roomers since March 15th (as is being done right along) often escape control, since they had no established previous rates, and, with rooms being scarce, can charge what the traffic will bear. According to OPA, persons renting rooms not rented before the date rent control went into effect can set a rate but this must be reported to OPA, and is subject to review by the local rent office (which has persons to look at rooms and decide whether the rate is fair), but it is possible that violations of the OPA rules would exist, since they must be reported by someone before the OPA would, ordinarily, know about them.

III. Transportation - San Diego, California

Practically all of the aircraft plants visited mentioned the transportation difficulties in San Diego. There has been a committee working on this problem for the past year and one-half but still very little seems to have been accomplished.

There usually are enough buses running from the plants into town, but there are not enough buses running out to the residential areas. Almost everyone agreed that there was a need for cross-town buses which would cut the travel time for the war workers and obviate the necessity to go to the Plaza downtown to change buses which causes a traffic congestion.

There has been some difficulty in getting additional buses to meet the new needs. But there has been an even greater problem of getting drivers and operators for the buses and street cars. There is a bus parked on one of the downtown streets with a sign on it reading:

> JUST ONE OF MANY BUSES IDLE FOR LACK OF DRIVERS.
> UNCLE SAM WANTS YOU TO DRIVE A BUS OR STREET CAR
> TO FIGHT THE BATTLE OF TRANSPORTATION.

The San Diego Street Railway Company is now recruiting women bus drivers in the midwest.

III. Transportation - Wichita, Kansas

Public buses run every hour to the Boeing plant. Cessna and Beech Aircraft have bus transportation only at the change of shifts. There is no bus to Culver Aircraft from downtown but the majority of workers come from Newton and other towns in the vicinity of Culver Aircraft which is quite a distance from the city. It is a relatively small plant. The workers share rides in private cars.

Employees of Boeing, Cessna, and Beech must come downtown to take the plant bus unless they live along the road to the plant.

Buses are badly crowded at change of shifts, but on the whole transportation seemed better in Wichita than in many of the boom towns. A great many private cars are still used but there is a shortage of mechanics to service these cars.

III. Transportation - Savannah, Georgia

The plants visited feel that the transportation problem is not too great at present. Many workers come in private cars (pooling of cars). Buses run near or right to the plants. There are more frequent runs of buses at changes of shifts. There are some special buses for the Southeastern Shipbuilding Co. yard and new housing projects near this large shipyard have helped relieve the transportation problem there. However, many plants are served by old buses -- every one available has been brought into use -- and there are occasional break-downs of buses. At shift changes all buses are overcrowded. At such times the "Jim Crow Law" is more honored in the breach than in the observance and some plants feel that there is occasionally a danger of a flare-up of racial prejudice. Workers often have to wait for some time to get into a bus, due to overcrowding. Fortunately, the plants are not very far from the center of Savannah, for the most part, and the bus-ride is not long.

8.

CONFIDENTIAL

IV. Recreation Facilities - Wichita, Kansas

Wichita has more facilities for recreation than most boom towns. The problem here, as in other wartime industrial centers, is how to secure the interest and participation of the workers. Recreational leaders believe that the lack of interest shown by many women workers is due to the following causes:

1. Inadequate diet
2. Transportation difficulties
3. Timidity and self-consciousness

Available Recreational Facilities:

U.S.O. Clubs

U.S.O. - Y.W.C.A. located downtown
U.S.O. - N.C.C.S. located in a residential area on the road to Boeing.
U.S.O. - Y.M.C.A. Negro club in a residential area

Y.W.C.A. - three buildings

Residence
Administration and Activity Building
Negro Branch

Club Rooms and Activities of the Aircraft Companies

Cessna Club - located downtown - with ballroom, lounge, pool room, snack bar, etc.
Beechcraft A.E.I. Club located downtown (for office workers only)
Boeing Airplane Company Recreational activities
Aero Parts Manufacturing Co., Recreational activities

Boeing Community Meetings

Several months ago the Boeing Company instituted Community meetings in Wichita and surrounding towns to promote better relationship between the company and the community. These meetings have been held in school buildings and parks. The Boeing employees, their families and friends are invited. Thus far, 54 meetings have been held in different sections of Wichita, including the Negro section of the city, and about 14,000 persons have attended. The average attendance is 250, About 80 percent of the group is usually Boeing employees and their families.

The program consists of:

(a) Movies -- one colored film of the Boeing plant and a Donald Duck or some such feature. Sometimes they have films released by the Army Air Force.
(b) Music -- Orchestra or Vocal numbers. Community Sing.
(c) Special features

IV. Recreation Facilities - Elkton, Maryland

Elkton is a fine example of a small town that has worked out an excellent recreation program for its war workers. The Elkton women and the churches have most successfully cooperated with the recreation workers and have given various kinds of group parties.

Community recreational buildings for both the dormitories and the housing units, are being constructed and have facilities for group recreation - auditorium, clubroom, lounges etc. The U.S.O. activities are for soldiers, sailors and war workers. The U.S.O. has a small building where open house is held from 9:30 A.M. - 11:00 P.M. week days; 2 - 11 P.M. Sundays. There are two white and one negro U.S.O. workers and two recreation workers connected with the Federal Housing projects. They plan all kinds of group activities - dances at the Armory, parties, ball games, bingo parties, picnics etc.

IV. Recreation Facilities - Savannah, Georgia

Facilities:

Little is available in commercial recreation facilities.

Some plants have a few recreation facilities - women are not using these forms of recreation to any extent.

Some of the housing projects have community buildings but not much has been done about organized recreation in these buildings. Other agencies are not allowed to use the buildings which makes it difficult to carry out their plans for decentralized activities.

U.S.O. - Y.W.C.A. and U.S.O. - N.C.C.S. are supposed to include the industrial women in their program. However, at first the Y.W.C.A. board objected to use of the building for the industrial women's recreation but later they were allowed to use part of the building. Although the Catholic U.S.O. director at first catered only to the service men and wives in the beautiful building at her disposal, later she attempted to build up a program for the industrial woman worker but could use the building for women only in the daytime - of course of no use to the woman worker, only to the servicemen's wives.

The recreation situation in Savannah may best be summed up in this statement by a local recreation representative of Community War Services:

Nothing as yet is being done for the industrial workers in regard to recreation--although there is even, perhaps, too much USO work for service men. "You can't talk much about this here or stimulate interest and cooperation because people think these workers have the money to buy their recreation--only there is almost no worth-while recreation to be bought in Savannah. There are, practically, only the movies and the taverns and Jive Places."

The Unions now have plenty of money and could start a recreational program.

The needs for playgrounds and community centers have been met in part out of public funds. However, there is the need, in this connection, of money for equipment, and the salaries for actual recreational or play leaders, and the wages for the necessary help, such as janitors. There are too many paid coordinators going around, and not enough actual workers on the recreation job, so that the coordinators have nothing to work with. (Too many generals and not enough privates.)

It is next to impossible for "surveyors and coordinators" to get the facts on the need of recreation for industrial workers or to learn what these workers want or would use. The only practical way to start such a program is to do less paper-planning at the top and start a few paid recreational workers on the job here and there. They will get a few persons interested and, as more and more participate in the recreation offered, new programs can be offered to meet the interests and desires of the participants. (Agents believe that most practical workers in the field of recreation, who have had real experience on-the-job in supplying recreation, would agree with this opinion).

V. Shopping Services and Other Miscellaneous Problems - San Diego, California

Food Shortage, Shopping Problems, etc.

Food shortages were reported by almost everyone contacted and it was considered a contributing cause to turnover among women because of the resulting difficulties in shopping. Food allotments into San Diego are based upon the 1940 civilian population which was around 200,000, and the present population is estimated as approximately 400,000. And no consideration is given to the great number of military installations in the area, and the great number of relatives and friends coming into San Diego because of the men stationed at these installations.

Mr. Lyman Dixon of the Wage and Hour Division assisted on a survey made in January 1943 which revealed that 70% of the customers in the restaurants were military personnel. This means that there are shortages of food for the civilians eating out, and it makes all the eating places very crowded for war workers. Thus, women working in the war plants would have difficulty in taking their families out to eat in public eating places.

The stores and meat markets close at six o'clock and very often there is nothing left for them to buy when they reach the store. Many of the women counselors said that women complained of shopping difficulties with the stores not staying open nights, and the shortages of food and merchandise when they did get into the stores. Some of the women workers contacted personally also complained of this. There was one example cited of a woman having to go to eight different stores before she could get a quart of milk.

The banks in San Diego close at 3pm just as during peace times which makes it very difficult for workers on the day shift to attend to banking matters. The Bank of America is constructing a branch bank near the Consolidated plant, and there is a tentative understanding that it will stay open late. This will be the first bank in San Diego providing such service.

Limited Laundry Service

Those in the armed forces are given priorities in deliveries of laundry and as a result it sometimes takes civilians as long as three weeks to get their laundry back. This was believed one of the causes of high absenteeism among some women war workers. Mr. Woodhead, President of Consolidated Vultee, was reported as having made the statement that he considered the laundry problem one of the chief causes of absenteeism among women at Consolidated.

The laundries have had great difficulty in getting workers because of low wage rates. The rates for most of the laundry workers are from 45 cents to 55 cents. Five of the thirty major laundries in San Diego filed Form 10's with the War Labor Board for wage increases. These were rejected by the War Labor Board because the labor situation was considered not so critical if only five of the thirty filed application. Then also, the Area War Manpower Commission had made some statement that women workers should be available for laundry work because of the number laid-off at Rohr Aircraft, the women who had left Consolidated, and the women coming into San Diego to join their husbands in the armed forces. However, in actual practice, few of these women were willing to work in the laundries at the wage rates offered. Now all thirty major laundries are in the process of filing Form 10's for increases in wage rates.

DECLASSIFIED
Authority NND 750127
By MCB NARA, Date 7/1/90

V. Shopping Services and Other Miscellaneous Problems - Savannah, Georgia

Laundry-service is inadequate for the increased population. Department stores are small and there are few specialty shops, so that it would not be easy to buy much. The chief problem in this connection, reported by many workers, is that the stores are crowded when they are free to buy and that supplies are often exhausted. Stores are open one night a week, but should be open two. In arranging for their summer half-holiday, recently, and finding from WMC that they must work a 48-hour week, they decided to open earlier in the morning rather than remain open an extra evening.

CROSS REFERENCE SHEET

Name or Subject File No.

Community Surveys

Regarding Summaries of Date

Reports ~~from~~ on the surveys in Zieglers area - Illinois, Iowa, Indiana etc can be found in her field file (state). The reports in this file with map of state on the front are confidential & cannot be given out. The reports in Miss Z's file are summaries of these reports & can be seen by outsiders. There may be other copies of these summaries in Miss Spring's file. She did not have time to look.

11/8/48
N E Davis

SEE

Name or Subject File No.

File cross reference form under name or subject at top of the sheet and by the latest date of papers. Describe matter for identification purposes. The papers, themselves should be filed under name or subject after "SEE."

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Community:

Following material in Miss Cannon's file:

San Diego, Calif. - Summary - Jan. 1942
Joliet-Wilmington - Elwood - Illinois
St. Louis Defense Areas - Feb. 1942
Kingsbury, Ind. - Defense Area - Dec. '41
Charlestown, Ind. Defense Area - Dec. '41
Summary of Burns City, Ind. Report 1/42
Crab Orchard Lake Area, - Carbondale, Illinois - Jan. 1942.

Tried to get these on 11/8/48 could not be located. There may be other copies in Miss Spring's file.

11/8/48
N E Davis

Community Surveys by Women's Bureau

Alabama	
Talledage, Childersburg, Sylacanga	Feb. 1942
Huntsville	Mar. 1942
Arkansas	
Jacksonville, Little Rock	Apr. 1942
California	
San Diego	Jan. 1942
Colorado	
Denver	Dec. 1941
Connecticut	
New London, Groton, New Britain, Meriden, Bristol, New Haven	June 1942
Georgia	
Macon	Mar. 1942
Illinois	
Crab Orchard Lake, Marion, Herrin	Jan. 1942
Joliet, Wilmington, Elwood	Jan. 1942
Rock Island, Moline, Davenport (Iowa)	Feb. 1942
Alton	Jan. 1942 and Dec. 1942
Savanna and Hanover	Feb. 1942.
Indiana	
Burns City	Jan. 1942
Charleston, Jeffersonville, New Albany	Dec. 1941
Kingsbury area, Walkerton	Dec. 1941
Iowa	
Burlington	Feb. 1942 and Mar. 1942.
Kansas	
Wichita	Dec. 1941
Kansas City	Dec. 1941
Parsons	Nov. 1942
Louisiana	
Minden, Shreveport	Mar. 1942
Maryland	
Baltimore	June 1942
Aberdeen, Elkton, Edgewood	Nov. 1941, Feb. 1942, Nov. 1941
Mississippi	
Flora, Jackson	Mar. 1942.
Missouri	
St. Louis	Feb. 1942
Ohio	
Akron	Mar. 1942
Ravenna	Mar. 1942

Oklahoma
    Tulsa   Dec. 1941

Tennessee
    Memphis area   Feb. 1942
    Milan, Jackson, Humboldt   Mar. 1942
    Nashville   Mar. 1942

Texas
    Fort Worth Dec. 1941 and Dec. 1942 Dallas Dec. 1941
    Texarkana Apr. 1942

Virginia
    Radford and Dublin, Pulaski   Nov. 1941, Mar. 1942

Ala

Talladaga, Childersburg, Sylacauga Feb 1942

Huntsville Mar 1942

Ark

Jacksonville, Little Rock Apr 1942

Calif

San Diego Jan 1942

Colo

Denver Dec 1941 ×

Conn

- New London, Groton June '42

] New Britain, Meriden
] Bristol, New Haven

Ga

Macon Mar 1942

Ill

Crab-Orchard Lake, Marion, Herrin Jan 1942

Joliet, Wilmington, Elwood Jan 1942

Rock Island, Moline, Davenport (Iowa) Feb 1942

Alton Jan 1942 and Dec 1942

Savanna & Hanover Feb 1942 ×

Ind

Burns City Jan 1942

Charleston, Jeffersonville, New Albany Dec 1941

Kingsbury area – Walkerton Dec 1941

Iowa

Burlington Feb 1942 and Mar. 1942

Kansas

Wichita Dec 1941 ×

Kansas City Dec 1941 ×

Parsons Nov 1942 ×

La

Minden, Shreveport march 1942

Md

Baltimore June 1942

Aberdeen nov. 1941

Elkton Feb. 1942

Edgewood nov 1941

Miss mar 1942

Flora, Jackson

Mo

St Louis Feb 1942

Ohio

Akron Mar 1942 ×

Ravenna Mar 1942

Okla

Tulsa Dec 1941 ×

Tenn

Memphis area Feb 1942

Milan, Jackson, Humboldt mar. 1942.

Nashville Mar. 1942

Texas Dec 1941 and Dec 1942

Fort Worth - Dallas Dec 1941 ×

Texarkana Apr 1942

Va

Radford & Dublin, Pulaski nov 1941 mar. 1942

Dates from Miss Spring's sheet (heavy)

Yellow sheet

× Miss Spring = 33

Miss B = 22
(areas circled and in red)

Communities ~~visited~~ surveys by WB

Other community surveys not on SLB list

Ft. Worth, Texas Dec. 1942

YWCA; other organizations; USO is for service men

Consolidated has welfare director responsible for recreation among plant personnel, but no facilities within the plant. Sports and dances

Quartermasters Depot personnel dept. sponsors a recreational program

Parsons, Kansas Nov. 1942

USO

Recreational facilities very limited - one or two movies; USO is club in the station for service men, but would like to plan regular activities for girls in the dormitories; had been limited by lack of a building. If could have one, might also take care of increasing number of girls in the dormitories (now not filled) as there is no place for the girls to assemble to play group games, dances, etc.

Memphis, Tennessee Feb. 1942

Park Dept; USO; YWCA

Memphis has had extensive recreational program under Park Dept. YWCA has not worked out any special program for women in the defense plants as need not felt. Most of the women are local.

No recreational projects at Cordova or Millington - need not felt as workers are local, many commute from Memphis where recreational facilities exist.

Savanna, Hanover, Illinois. Feb. 1942

Almost no transportation to plant except by private car.

Community feeling against Negro troops at the depot has retarded development of recreational facilities in the area. Has been impossible to make any plans for a recreational program, but Negro troops now moved and may be a reconsideration. Savanna lacking in many facilities which would be needed for any great influx of population.

Akron, Ohio March 1942

YMCA, YWCA, USO Committee

Many of the big rubber companies have their own recreational program.

YMCA - midnight activities - mixed parties
YWCA - difficult to reach women in defense industries because of restrictions on letting people into the plants. Women have always worked 3 shifts in the rubber industry, no innovation. Has not tried late night program.

Baltimore, Maryland June 1942

USO; YWCA

With two exceptions, the recreational agencies planned few activities, especially for unattached women working in the war industries.

USO - YWCA for Negro girls is working with the girls at Edgewood Arsenal

Middle River USO club (Glenn Martin area) serves mainly for service men - as location is prohibitive for women working at the plant - no available rooms in the vicinity of the plant for single unattached girls - except for the dances Thursday and Saturday.

YWCA at trailer camp area Glenn Martin; has organized 2 women's clubs. No recreational facilities however.

USO-YWCA in Baltimore - 1/3 of girls in USO club work in industrial plants. Dances

War Studies
Community, Surv. Misc Repts

Women's Bureau, Feb. 6, 1942

Agencies Concerned with Housing, Recreation, Education, and other Welfare Activities in Rural Defense Areas.

These notes are based on information collected in Washington and in the field concerning the functions, announced purposes, and actual operation of these agencies, most of which are parts of the federal government. The information was obtained from correspondence, some mimeographed material, and many interviews. Most of this information was obtained in region VI of the Office of Defense, Health, and Welfare (Illinois, Indiana, and Wisconsin) and, while the same general type of organization is said to exist in other areas of the U. S., in practice the set-up may be rather different in some other regions. Some inaccuracies may be found in these notes and, since the situation seems to change almost every day, some information may be out of date. Since some of this information was considered confidential by the persons giving it, these notes should be considered for the information of the Women's Bureau only. Some information included here was presented in talks made by representatives of various governmental agencies at a meeting of the Regional Advisory Council of the Office of Defense, Health, and Welfare in Chicago on Jan. 12 and 13, 1942.

A. Office of Defense, Health, and Welfare.

Under executive order of the President this is the agency designated to coordinate health, recreation, and other welfare activities in the defense areas. The Director of the Federal Security Agency is the Director of this Office and the office itself is divided into a number of sections or divisions such as recreation, family security, community organization, social protection, etc. The regional director of the Social Security Board in each region of the U. S. has been designated as director of the health and welfare and related activities in the same region. According to the latest information available for region VI the following agencies were members of the Advisory Council;

Dept. of Agriculture:	Extension Service Bureau of Home Economics Farm Security Administration Surplus Marketing
Dept. of the Interior:	National Park Service
Dept. of Labor:	Children's Bureau
Federal Security Agency:	Civilian Conservation Corps. National Youth Administration Office of Education -Vocational Rehabilitation Division Social Security Board-Employment Sec., Old Age and Survivors Div., and Public Assistance Public Health Office of the Admins. (DHWS) Recreation Social Protection, and Family Security Sections

Office of Defense, Health, and Welfare (cont.)

Federal Works Agency: Works Projects Administration
Defense Public Works

National Resources Planning Board:

Office of Emergency Management:
Office of Defense Housing Coordinator
Office of Price Administration
Consumers Division
Office of Civilian Defense

U. S. Army:

U. S. Navy:

Veterans Administration:

Recreation

The recreation section of the Defense, Health, and Welfare Services has regional and area representatives throughout the United States. This agency issued a statement on field policy and procedure on Nov. 25, 1941 and extensive quotations from this are given below since it is the agency designated to coordinate recreational activities.

> "The recreation section in the field program is charged with responsibility for the defense recreational programs in three general types of community situations: (a) Communities affected by the needs of service men, (b) Communities affected by the needs of defense industrial workers and their families, (c) Communities where adequate recreation is a part of the total problem of general civilian morale.
>
> (Field efforts were directed first at the military areas but now more attention is being concentrated on the industrial areas. One regional director stated that efforts being concentrated on the rural areas and on communities where the problems are actually the result in large measure at least of industrial defense work which has been brought into the areas).
>
> "The basic task of helping communities in the organization of recreation for defense belongs to the Office of Defense, Health, and Welfare Services, and is one which must be effectively carried out. This responsibility should be met directly by field representatives of the Recreation Section; it can not be delegated to any other agency responsible for a portion of the program, such as the U.S.O. or the W.P.A.; and should not be allowed to go by default. Such organization should be carried out in cooperation with the proper local authorities

Recreation (cont.)

and appropriate leadership, with Defense Councils, and with representatives of the U.S.O. the W.P.A. Councils of Social Agencies, and interested state or national groups. Defense recreation committees organized should be a part of Local Defense Councils where they exist. Where Local Defense Councils do not exist, committees should be so organized that they can be incorporated readily into Defense Councils when they are organized.

The organization of defense volunteer committees is a responsibility of the Office of Civilian Defense, and field workers should cooperate with the Office of Civilian Defense in recruiting and training volunteer workers and developing volunteer service opportunities in the field of recreation.

U.S.O. -- The Office of Defense, Health, and Welfare, is charged with the responsibility for cooperating with the U.S.O. in making their program effective in localities where their service can contribute to the general needs which cannot be met locally. In working with the U.S.O. it is important to keep in mind the following principles and policies.

The program of the U.S.O. is to be one segment of the total community program. . . . .not to be a separate parallel or competitive program. It is to be a supplementary program to meet local needs, and not to replace in whole or in part those activities and responsibilities which should and can be met locally.

In accordance with agreements reached with the U.S.O. all original approaches by field representatives of the U.S.O. and its constituent agencies,to the community, to military or naval authorities, or to heads of defense industries are to be made through the local defense recreation committee who has been assigned responsibility for such community or the field or regional representative of the Recreation Section of the Office of Defense, Health, and Welfare Services.

Field Representatives of the U.S.O. or its constituent agencies shall approach the community and serve in the community as representatives of the U.S.O. and not as directly representing any particular member agency. Also agreements that all buildings constructed by the government to be referred to as Federal Community Buildings operated by the U.S.O. and buildings leased by the government to local communities also to be referred to as federal buildings leased to community.

The U.S.O. will work through local, designated representatives of the Recreation Section whether such representatives are employed representatives of the Federal Government or locally paid representatives designated as o official liasion representatives between the Recreation Section and the local community.

The representatives of the Recreation Section are charged with general supervision of the program of U.S.O. In any case where the field representatives feels that the program is ineffective or can be strengthened in certain respects, he should attempt to work this out cooperatively with the local U.S.O. representatives. Where the desired objectives cannot be secured in this way the Field Recreational Representative should take up the problem with the Regional Recreation Representative who will then attempt to work it out with the U.S.O. at the regional level. If it cannot be solved at the regional level the Regional Representative will refer the problem to the Washington office of the Recreation Section.

W.P.A. -- The Federal Security Agency has sponsored a nation-wide W.P.A. defense recreation project to make it possible to secure effective leadership for recreation activities in defense areas, supplementary to those otherwise available. The agreement with the W.P.A. provides that all state or local projects recommended for operation from funds available through its nation-wide project shall be endorsed by the Field Recreation Representative or the Regional Recreation Representative of the Recreation Section of D.H. and W. Projects are also reviewed by the Washington Office of the Recreation Section and reviewed by it. The field representatives of the Recreation Section are generally responsible for generally supervising these projects when in operation. Where they feel that operations are not satisfactory they should attempt to improve the operation through discussions with the W.P.A. officials immediately responsible for local and district projects. Where this cannot be successfully worked out problems should be referred to the Regional Recreation Representative to be taken up with the appropriate state W.P.A. officials. Where they cannot be solved satisfactorily on the state level the Regional Recreation Representative will refer them to the Washington office of the Recreation Section. The procedures for the operation of this project are outlined fully in the letter No.28 of the Commissioner of W.P.A. dated Sept. 13, 1941."

This same bulletin also makes some general statements concerning other special programs and special staff workers of the Recreation Section to work on problems of recreation in connection with housing projects, etc. Several staff workers have been appointed to give special consideration/to the needs of women and children, and to Negroes.

These staff workers are charged with assisting in the field as well as with special planning at the Washington office. In all cases, however, they will operate as staff workers and work through the Regional Recreation Representatives and the Field Recreation Representatives, who are the field line forces.

Comment -- Miss Helen Rowe is a consultant on women's and children's recreation for the Recreation Section. Miss Rowe is also considered a full time employee of the Children's Bureau which was unwilling to release her for the other work. Miss Rowe is also Regional Recreation Representative for the Recreation Section in the Minn. Iowa, Nebraska, etc., region with one regional representative to help her. Miss Rowe has one assistant, Miss Alice Leslie, who is also acting as consultant on women's and children's recreation.

Further quote from the bulletin: "A staff member of the Recreation Section has been accepted as advisor by the Division of Defense Housing and is actively cooperating with the office in securing greater consideration for the provision of recreation facilities in connection with new housing developments. Plans have been made for a field study of six selected communities and for a more general mail check of the defense housing situation in all other communities of the country. These studies will/be used to assist agencies concerned with housing in defining their responsibilities for recreation facilities and programs for residents of new housing developments, and for the developments, and for the development of procedures for incorporating recreation facilities and activities for housing units with recreation planning for the total community."

(Miss Rena Radin is the liaison person between the Recreation Section and Defense Housing and is said to be a good source of information on current housing developments at any particular time).

Recreational Buildings and Other Community Facilities

The Area Recreational Representative of Defense, Health and Welfare Services and the Regional Representative recommend that recreation buildings be built in certain communities. In the same way, local applications for school facilities, for hospitals, etc., must be recommended by some representative of Defense, Health and Welfare. However this recommendation does not necessarily mean that these facilities will actually be provided. After some delay the Army did take over the building of U.S.O. centers near the camps and in region VI at least, this program now appears to have been completed. Recreation buildings for industrial defense areas, schools, etc., must be approved, however, by the Defense Public Works of F.W.A., at least in most cases, since it is the agency which actually will be in charge of the construction.

Mr. Kennicott, speaking in Chicago a few weeks ago, stressed the fact that both money and materials are limited, and that probably the most essential facilities will have to be provided, in temporary buildings if necessary, and that other things, desirable but not absolutely essential, cannot be approved. Mr. Kennicott listed in order of importance the things which he thought would have to be done first with available community facilities money:

1. Provision of water and sewers for new housing, if occupied.
2. Provision of recreation buildings for large army camps near small towns.
3. Schools and hospitals which are necessary to meet the needs of defense workers, families of non-commissioned army officers, etc.

Mr. Kennicott does not think that permanent school buildings and hospitals can be constructed in many of the areas, even though some communities, which applied first, did receive permanent structures. He seems to believe that demountable, fire-resistant buildings may be necessary in many instances. Schools and hospitals will probably receive consideration before recreation buildings.

At present gymnasiums are not being approved for elementary school buildings.

When Mr. Hall, assistant regional director under Mr. Kennicott was interviewed he seemed to feel that the government was under no particular obligation to provide recreation for defense workers since they can afford to pay for their own amusements. However he said that it was true that in many areas there is no recreation of any kind and that in such areas some facilities were needed. He said that it seemed to him that the workers ought to be able to pay for the support and maintenance of some of these facilities, though, he mentioned that a recreation center for Charlestown, Indiana, had been approved. Mr. Hall also said that he and Mr. Kennicott were aware that the buildings constructed at the army camps were not entirely suitable for industrial centers and that more provision should be made for recreation of women.

A serial letter from region VI quoted a report from the House Committee concerning, National Defense Migration which stated that as of October 20, 1941 applications for assistance under the community facilities bill totaled $844,658,779.00, of which $675,105,902.00 would be out-right federal grants. At the same time only $150,000.00 would be available. (Even if this appropriation refers to the first Lanham and not to the appropriation recently passed, as it probably does, it is obvious that a great many applications for community facilities cannot receive much consideration).

One recreation representative said that about 80 millions of the new appropriation of $150,000.00 was earmarked before the bill was actually passed. For this reason, unless still more money is provided by Congress, a good many persons seem to feel that very few recreation buildings in industrial defense areas will actually be provided.

Region V -- Defense Public Works -- includes Illinois, Indiana, Wisconsin, Ohio, Kentucky, Michigan, Minnesota, Iowa, Missouri, Kansas, Nebraska, South Dakota, and North Dakota. After approval by regional director on application a community facility must be referred to Washington office of Defense Public Works. Also in some cases at least the Bureau of the Budget has exercised some veto power, particularly with respect to gyms in services. As the last step, formal approval by the President is necessary. If regional director of Defense Public Works refuses to approve proposed project some attempts are evidently made to have him over-ruled by some high authority in Washington.

Mr. Baird, recreation director of W.P.A. for the state of Illinois told of an arrangement which he said is unknown to most people. It is purely informal but nevertheless there is an agreement between Defense Public Works and W.P.A. both in Washington, and in the various regions of Defense Public Works., that recommendations for recreation buildings received by D.P.W. will be referred to a W.P.A. recreation man for advice and suggestions. In Washington, such referrals would go to Mr. Romney and would actually come under the scrutiny of a Mr. Hatzfelt who works under Mr. Romney, Mr. Hatzfelt is said to be one of the few experts on functional planning of recreation buildings. He was formerly on the staff of the W.P.A. in Illinois and before that was with the Chicago Park Board for a number of years. In each region of Defense Public Works one state recreation director of W.P.A. is supposed to be consulted about recreation buildings. Mr. Baird said that he has worked with Mr. Kennicott for a long time and since they are both in Chicago perhaps he is consulted more than some of the W.P.A. men are in other regions. For example the plans for the recreation building at Charlestown, already recommended by D.H. and W. were seen by Mr. Baird before Mr. Kennicott gave his approval. Of course Mr. Kennicott does not have to take the advice of

W.P.A. but might, particularly in case of a conflict.

Mr. Baird said that, while legally U.S.O. has nothing to say about the actual building of recreation buildings, as a matter of fact sometimes the U.S.O. does not approve of a building which has been recommended by the Recreation Representative of Defense, Health, and Welfare. In such cases the W.P.A. recreation man might almost have a "deciding vote with D.P.W.". Supposedly U.S.O., on the national level, has been able to block the construction of some buildings, probably only one or two, which the recreation section of D.H., and W. approved. It was intimated that Mr. Taft more or less represents the point of view of the private agency groups in the U.S.O. and that the recreation section sometimes may be overruled by U.S.O. officials contacting Mr. Taft. (This was only intimated, but seems to have a possible element of truth in it from things said by several people.)

The Recreation Representative of D.H. and W., have the general task of determining whether U.S.O. or W.P.A. is to operate a recreation building or a program in a community but many complications and difficulties may arise. The following memo (in substance) concerning the W.P.A. and the U.S.O. was drawn up on January 2, 1942 at a meeting with representatives of the Recreation Section of Defense, Health, and Welfare:

"It was agreed that it is not advisable for W.P.A. to provide supplementary workers for the U.S.O."

"It was agreed that the problem in the localities is so great that field service of the U.S.O., the W.P.A., and all local agencies should be utilized to the utmost. It was agreed that there would be the fullest cooperation and competition would be avoided.

"Where a local community wishes to operate a Federal Community Building, the W.P.A. has offered to cooperate with the community in providing supplementary assistance to the extent to which the local community and the Federal Security request and approve such service."

In actual practice one regional recreation representative seemed to feel that a considerable amount of arbitration between the two recreation agencies sometimes has to be done. Frequently a local community has a definite preference which would usually be followed. If a recreation building is constructed probably the community, itself, would have the first chance at operation of the building, that is, if it could hire a paid recreation director. In such cases supplementary assistance by the W.P.A. might be approved. In Illinois a situation arose in which the W.P.A. wished to operate a building with the consent of the community but there was no full time recreation director hired by the community. Federal Security refused to approve this arrangement saying that there is a rule that W.P.A. cannot be used to operate a building unless there is a community recreation director to supervise the work. If the community cannot hire such a director, then the U.S.O. would normally be put in charge of the building. It was stated by one man that if the U.S.O. does not want to operate a building, probably the W.P.A. would be permitted to carry on operations even without supervision of a recreation director.

Numerous incidents indicate that the U.S.O. considers itself more or less independent in some respects, since it has its own money for staff raised by public subscription. In Rock Island, Ill., there is a U.S.O. worker (Y.W.C.A.) who came into the community last October and has remained. This was not recommended by the regional recreation representative of D.H. and W., but of course at that time the agreement of Nov. had not been made. The local Y.W.C.A. organizations in the Tri-City area requested a U.S.O. worker and a woman came from the New York office and made a survey. She recommended that a worker be sent.

It is generally felt that most of the U.S.O. money raised in the last campaign is now gone. A new drive for 30 million dollars is about to start in a few months. Unless the publicity explains more clearly the work which the U.S.O. plans to do in industrial areas there may be difficulty in raising more money for the centers already operating in industrial areas and for any additional operations.

The five million dollar W.P.A. fund for special work in defense areas was set up as a regular W.P.A. project with the Federal Security Agency as the sponsor---and the money came from regular W.P.A. appropriations. However even the regular W.P.A. program in defense areas would be coordinated with Defense, Health, and Welfare Services. Mr. Baird said that this special W.P.A. recreational program is to carried on only in certified defense areas and the certification has to be done by the D.H. and W. people. This has meant delay in planning sometimes which Mr. Baird thinks is rather bad. For example, until recently at least, Crab Orchard has not been declared a certified area. (In fact Mr. Baird stated that it had not been certified yet as far as he knew.) The War Department has the final decision on certifying an area but presumably takes the recommendation of Defense, Health, and Welfare.

W.P.A. is having some difficulty in preventing overlapping in its own program and has coordinators in various areas to dovetail the work of the education and recreation sections. It now has difficulty too in maintaining adequate staffs although more non-- certified workers can be used in defense areas.

Comments---In actual practice, despite the agreements between U.S.O. and the Recreation Section of Defense, Health, and Welfare, and between the latter organization and W.P.A., and the formal procedures which have been outlined, a good deal of confusion appears to exist. In some areas not many appeared to know the Recreation Representatives for those areas, or the Regional Representative, and in one case, two people in Burlington appeared to think that the regional person was a representative of the W.P.A. and apparently did not understand her real functions and powers. Local U.S.O. workers have been interviewed who seemed to know the recreation representative for D.H. and W., only slightly and not to realize that there was supposed to be any particular relationship between the two organizations. The impression is sometimes gained that perhaps local U.S.O. workers are not fully informed by their own national organizations, to which they send their direct reports, as to the formal set-up. One national representative of a U.S.O. agency said that of course the Recreation Representatives had the authority to recommend buildings but that in general these people had very little to do with the actual recreation programs. Also various reports received indicate that in the case of the N.C.C.S., at least, officials of the Church may have considerable influence in locating workers in certain areas.

One Regional Recreation Representative of Defense, Health, and Welfare stated that contacts with the U.S.O. should be made through his organization rather than directly. Apparently this was due partly at least to the fact that it has been difficult to work out entirely satisfactory methods of procedure with the U.S.O. and he would prefer not to have other complicating factors. However he did say that U.S.S. could not be said to work "under" D.H. and W. since it did raise its funds by private subscription.

No doubt one of the reasons that the Recreation Section of D. H. and W., has not appeared to be well known or particularly effective in some industrial areas, at least, is because these same people are also responsible for recreational work at the army camps. It is believed that most of their efforts until recently have gone into this work, which would be considered the most essential part of their work, by the public probably. The recreation representatives who have been seen recently say that they are now beginning to give a considerable amount of time to the industrial areas.

(Also it will be noted from the wording of some of the general "agreements" that , in cases of conflict, there is to be consultation on a national level, but no absolutely definite statement appears to be made concerning final authority).

B. Office of Civilian Defense

According to the bulletin of the Recreation Section of Defense, Health, and Welfare of Nov. 25, 1941, the organization of defense volunteer committee is recognized as a responsibility of the Volunteer Participation Section of O.C.D. However field workers of the Recreation Section are asked to assist in recruiting and training volunteer workers and in developing volunteer service opportunities.

Apparently some confusion has arisen between the Community Organization Committee of D. H. and W. and the O.C.D. Presumably this committee is designed to represent various federal and national agencies concerned with health, welfare and allied services. According to the operations report of Federal Security Agency of Dec. 11, 1941 the steering committee of the Committee on Community Organization met on Dec. 6 to "consider" methods of procedure, the structure of a formal committee, and general objectives. The steering committee dissolved in favor of a continuing committee which is to serve in an advisory capacity to both the Office of Civilian Defense and Welfare Services and to include representatives of agencies working in related fields." Fred Hoehler was named chairman and the members of the committee were to be named by Mr. McNutt and Mrs. Roosevelt. "It was agreed that the committee would analyze the operation of various types of community organization in order to ascertain the value of alternative structures in meeting community needs and in achieving efficient operation. It was decided that the analysis would consist of a thorough examination of several communities chosen as "clinical cases' and that all available sources of information would be explored for data pertinent to these communities." (No information has been obtained in the field to indicate whether any such surveys have been undertaken or whether this committee is still organized in the same way).

The regional office of Volunteer Participation Section of O.C.D. in Chicago stressed that the chief function of the organization is to provide volunteers to work under trained, professional leaders in various types of social services, and/other agencies. However this is apparently not the sole function of the organization and some information is to be collected in various defense areas. In fact this office seemed very anxious to obtain meterial from community surveys which had already been made with the idea of obtaining some idea of the total situation, -rather than separate reports on recreation, housing, medical care, sanitation, etc. However, there still seems to be some doubt as to the exact relationship between O.C.D. and D.H. and W.

Many other sections or divisions of the Office of D. H. and W. are concerned with the Defense Areas. Representatives of the Office of Education have been interested in day care of children and in the provision of additional library facilities as well as in schools. Regional representative in region VI has received word from Washington to make a survey in one representative area concerning the need of day care for children of working mothers. A survey was made in San Diego in November and a copy of this has been sent as a sample of procedure which is desirable. As yet no survey has been undertaken but when there is time, Kingsbury, Indiana, region will be chosen as the sample community. A great many federal and state agencies appear to be interested in this problem of day care of children although no concrete plans appear to have been worked out as yet. The Children's Bureau is of course very active and there is also a joint committee representing in addition to the Children's Bureau, F.W.A. Office recommendations concerning day-care of children were soon to be presented to the budget bureau.

The Division of Social Protection also has representatives in the various regions.

C. Housing

The various housing authorities organized under the Coordinator of Defense Housing are of course independent of the Office of D. H. and W., and in region VI at least it is evident that the housing men do not always consult the various persons concerned in the Office of Defense, Health, and Welfare, on matters of site selection. Furthermore the Office of D. H. and W. may not always be informed immediately when housing plans change, Undoubtedly this makes it difficult for people who are supposed to recommend additional school facilities, recreation buildings, U.S.O. programs, etc. However it is believed that a somewhat higher degree of interchange of information may be going on now than formerly.

Various persons interviewed seemed to disagree as to which person has the final authority in matters of site selection but the director of the sub-regional office of Defense Housings in Chicago stated that the Coordinator merely determines the general region in which housing is to be placed and that each operating agency, such as Farm Security, F.W.A. etc., makes its own choice of the exact sites.

According to latest information obtained Farm Security is now considering building recreation buildings in connection with its own projects. It is not clear just how this is being done, but apparently it is believed that some way has been found. A representative of Mr. Palmer's office stated some weeks ago at the Chicago meeting that even the 3% allowed for recreation under the Lanham Act had been practically "all taken up by site development."

The question of housing for construction workers has been raised many times. According to this same representative of Defense Housing it has been a general policy not to provide housing for construction workers. (Some people seem to feel that the contractor should be required to do this).

Defense Housing has a homes registration division which is designed to facilitate full use of existing accomodations.

The Recreation Section of D. H. and W. is authorized to proceed with the registration of housing needs through its field representatives upon notification that the Defense Housing Office cannot undertake the work in certain places.

D. National Resources Board has also been interested in defense communities --

Serial letter dated March 14, 1941 stated that the Resources Board had made quick and general surveys of a number of new defense communities, military and industrial. These were made primarily from the point of view of examing the adequacy of total facilities of the communities for dealing with major problems arising from defense activities. Certain recommendations were made to agencies and individuals directly concerned with operations. (No information as to when last surveys were made or whether this work is continuing. Miss Wolfe obtained some material concerning the Crab Orchard, Ill., region from one of these surveys).

Region IV is composed of Wisconsin, Illinois, Indiana, Michigan, Ohio, Kentucky, and West Va. The field office for the region is in the Federal Building, Indianapolis. L.V.Sheridan, counselor, and P.E.Middleton, Sr. Planning Technician.

E. Office of Government Reports --

A representative of state office in one state said that this office is concerned with the following things in the defense areas:

1. Acting as a coordinating agency for all governmental activities in the defense areas.
2. Attempting to do away with conflicts in the field.
3. Reporting to the President the success of the various defense programs. (This report received by Miss Wolfe in Iowa).

No further information has been obtained as yet.

F. National Institute of Health --

Information has been received that the Division of Industrial Hygiene of the National Institute of Health is making a series of medical and engineering studies

National Institute of Health (cont.)

in industrial and military establishments which are certified by the War Department. By December at least 56 plants had been certified for such studies, including the Quartermaster's Depot at Jeffersonville, Ind., the Indiana Ordnance Works, at Charlestown, Indana (Dupont Co. powder plant) and the Elwood Ordnance at Wilmington, Illinois (this plant employs women in production). No other information has been obtained concerning these reports but it may be that some information of considerable value is contained in them and perhaps could be obtained through the War Dept.

General Comment -- Housing officials, recreation people, etc., still feel that they are handicapped in a number of places because of the poor cooperation received from the operating companies who do not, or cannot, supply accurate information concerning numbers employed, sources of labor supply, probable peak force, etc. Also some federal agents have reported that the rates of pay given verbaly by some companies are not very reliable, either, and that it is believed that rates may actually be changed rather frequently. Since reports must be made to the War Department concerning numbers employed, probably at least every month, and since the various rates of pay must be approved by the Secretary of War, accurate information must be available in some form in the War Department. However, it may well be that such information cannot be obtained for individual plants. In the future attempts will be made to check rates with the payroll department when possible and perhaps some definite information is available through the Army office at each plant.

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Miss Robinson

Notes Concerning Procedure to be Followed with Field Reports of Community Surveys and Accompanying Firm Schedules (Chiefly Shell and Bag Loading Plants)

I. Field Reports (Plant Schedules and Community Surveys):

1. To be mailed to Miss Nienburg
2. To be referred to Miss Cannon
3. To be sent to Miss Spring, with material marked which Miss Cannon wishes copied. Original reports to be kept in Miss Spring's files.

II. Subsequent Correspondence:

1. Letters sent to Miss Anderson and Miss Nienburg to be referred to Miss Cannon.
2. Field agents should send additional notes (concerning changes in community situations since original surveys made) on separate sheets of paper (if the information is sent with a letter) so that this material can be added easily to the original reports.

III. Follow-up Correspondence for Action (to U.S.O., governmental agencies, etc.), to go to Miss Anderson and Miss Nienburg - copies to be kept in Miss Cannon's file.

General Outline--Type of Material from Community Surveys of Rural Defense Area which can be sent to U.S.O. and Governmental Agencies Requesting Information

Since it may be desirable at times to compile information on one or two subjects from a number of different surveys, the material should be summarized under the headings used in the original field reports so far as possible.

I. Defense Area Information:

1. Defense plants within the area to be noted in a general way but not specifically located. It does not seem advisable to include any map which shows exactly where the plants are located.

2. Towns in the area, their census population, and their economic structures and comments concerning the surrounding and outlying areas to be included.

II. Organizations and Associations in the Community, with names of persons to be interviewed in each agency, to be listed.

III. Community Facilities Data:

1. Factual information concerning existing or definitely planned facilities for sanitation, transportation, housing, food, child care, medical care, education, recreation, etc., to be included.

2. Opinions concerning the community situation should be summarized without mentioning the names of any individuals who expressed these opinions.

3. Information concerning plans of government agencies for the communities will probably have to be checked with regional or national offices of the agencies by the Women's Bureau. Certain tentative plans are frequently considered confidential by these agencies and so could not always be included in a preliminary report given to the organizations. Field agents will note information of this type which is not to be included in reports sent out. Supplementary information can perhaps be sent later in some cases.

IV. A short summary of the Women's Bureau recommendations concerning the particular needs of women workers in the areas visited should be included, particularly in reports sent to government agencies, such as Federal Security, or the housing authorities.

V. Plant Information:

1. Policy of the Women's Bureau not to give out information concerning specific plants should be generally followed.

2. The number of persons employed at the time of visit and the number to be employed in the future is regarded as very confidential information by the plants and the War and Navy Departments and must not be given out.

3. The following items concerning plants are being included:

   a. Information as to whether a large number of women are to be employed.

   b. General surce of labor supply.

   c. Methods of transportation.

   d. Information concerning hours of work and shifts, luncheon, and rest periods.

   e. Employee Organizations.

   Plants visited will be told that these items are to be used.

4. Plants will also be told that some general summary of data received from numerous plants will probably be summarized and combined in some way in a general report.

5. If in plants visited in the future any unusual training programs or other items of special interest are found which would be of particular interest for publicity purposes, plant officials will be aked if this item can be released provided the name of the firm is omitted. If the material can be used this fact will be noted on the firm schedule.

September 25, 1941

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
Washington

REPORT ON DORMITORIES FOR WOMEN DEFENSE WORKERS BASED ON INTERVIEW BETWEEN MRS. INEZ MANDERSON, SPECIAL ASSISTANT TO THE DIRECTOR, RESETTLEMENT DIVISION, FARM SECURITY ADMINISTRATION, U. S. DEPARTMENT OF AGRICULTURE, WITH LOUISE STITT AND MARY ROBINSON, OF WOMEN'S BUREAU, U. S. DEPARTMENT OF LABOR.

I. Duration Dormitories the responsibility of Farm Security Administration.

Projects involving the construction and operation of dormitories for women (as well as men) connected with plants on defense work are assigned to the Farm Security Administration. Such assignment is made on the basis that the Farm Security has had experience in providing temporary shelter for groups and low cost housing in rural areas in connection with both migratory (or mobile) Labor and local settlement needs. Housing of the single defense workers is not considered to be a part of the permanent housing program.

The Farm Security when assigned a project is given from 30 to 60 days to complete it for occupancy.

The occupants of these dormitories are restricted to defense workers. The women occupants are chiefly young women. The workers are certified by the personnel director of a plant as being employed on defense jobs. Then there is a re-checking every so often to make sure thatoccupants who may have ceased to hold such jobs are not remaining in the dormitory. In case of any trouble makers in a dormitory the problem is referred to the personnel director who works closely with the Farm Security.

So far there have not been so many applicants for dormitory residence as had been expected, but the peaks of employment will not be reached for another six months. However, the subcontracting system now being used in connection with the defense program may modify the whole situation as to dormitory needs.

II. Duration Dormitories for Women Already Underway or Planned

1. Bremerton Navy Yard, State of Washington

A dormitory that will accommodate 100 women (office workers and sewing-machine operators in the sail loft) is already in operation (with only about 15 women occupants in August.)

When the unit was first opened, as there was no woman as assistant project director, a supervising maid was tried out, with none too satisfactory results.

2. Aberdeen, Md. Plan under [illegible]

A dormitory unit for 100 women office workers employed in connection with the proving ground is now in operation (with 24 women living there in September) A woman for assistant project director is needed.

Original plans were for four dormitories, two for women, and two for men, but as the number of men hired greatly exceeded the number of women, only one dormitory has been reserved for women.

3. Ravenna, Ohio consider [illegible]

Plans have been approved for dormitories for 500 women to be located between Ravenna and the ordnance plant. Each building for women will house 60 occupants.

Construction has been started, and completion of building ready for occupancy by end of October is the expectation.

4. Dublin, Va.

The dormitories include units for 500 women and 200 men. These are located across the street from the ordnance plant (near the town of Dublin) employing women, so that they may have access to the plant cafeteria where all three meals may be secured. Error This factor was an influential one in the selection of the site for the dorimtories, which could have been located near Pulaski, with greater opportunities for recreational facilities. Pulaski is five miles away but transportation facilities are available. The dormitories are not yet ready for occupancy.

5. Sidney, New York

Two dormitories are located there, one opened to women, because of a petition from 25 girls, who are office workers. There may now be some women living in the dormitory. Not opened however.

General Procedure in Regard to Housing for Defense, with Special Reference to the Farm Security Dormitories.

A housing need must be recognized by Mr. Palmer as the coordinator of Defense Housing and referred to the President who assigns it to one of the several housing agencies, the one in question submitting the plans for approval by Mr. Palmer before construction starts.

The Farm Security advances the essential funds for building, equipping, and operating dormitories. The projects are self liquidating and must pay their own way. All income from the various projects are put into a general pool, however, which is administered by the Farm Security Administration.

In regard to ascertaining where there is a specific need for a dormitory for women a regional housing coordinator must make a detailed survey of local conditions thoroughly, by contacting the industrial management and personnel director in the plant concerned with defense production; and other community interests such as the Home Registration Bureau, the Fair Rents Commission, the Chamber of Commerce, the Mayor, the U. S. O. or the Y. W. C. A., the Y. M. C. A., real estate interests, the boarding house keepers, etc.

After the project is assigned to the Farm Security it decides on the site for the dormitory, the kind of building and is responsible for the construction.

If an industrial plant should make known to the Women's Bureau the need for a dormitory for women this information should be referred to Mr. Palmer's office.

Special Funds and Requirements under Which the Farm Security Operates

Occasionally the Farm Security may be asked to handle some housing project paid for under the Lanham Act (which allows 3 percent of the total spent on a project for provision of recreational facilities.)

The "duration dormitories", however, are not paid for out of the Lanham appropriation but out of a special fund administered by the Farm Security and provided for by the "Emergency Deficiency Appropriation Act of 1941 - Third and Fourth". Congress appropriated in two acts 5 million and 15 million dollars for temporary shelters where not provided locally in those areas with defense impacts.

These acts gave no authority for providing recreational or restaurant (or any eating) facilities. (However, some vending machines with Coca-Cola, etc. are or may be installed.)

Thus the Farm Security provides dormitories and furnishes and operates them. It does allow in the dormitories a certain lounge space for every 60 occupants. Beyond that, in regard to any recreational set-up it has a cooperative arrangement with Mr. McCloskey (director of recreation) in the Office of Defense Health and Welfare Activities, and with the U. S. O.

Mrs. Manderson said that the Farm Security is aware of various social problems in connection with the dormitory situation and would like to carry on more of a social program, but is prevented by its restrictions.

For example, there is very definite need also for a special trained nurse for dormitory occupants. As to the health situation, the plant management, concerned about keeping workers in good health, has been very cooperative about such matters.

An

emergency or first-aid room could be arranged for a dormitory if the plant management could provide a nurse's and doctor's services.

Mrs. Manderson thought in the future Congress might be willing to make a special appropriation to take care of certain necessary social practices. She stressed the fact that though the dormitory conditions did not necessarily measure up to ideal standards, neverthrless the people in the dormitories would without them be living under much worse conditions.

Plans of Dormitories

The same general demountable type of dormitory is used by the Farm Security for the "duration dormitories" in all cases -- the blue print plans (available in the Farm Security Administration) being the same for men and women. For the dormitories Mr. Palmer's office has set up minimum standards. The demountable type of building is used so that after the emergency in a particular locality it might be knocked down and used elsewhere.

A unit houses from 50 to 100 occupants, consisting generally of both single and double rooms. In some instances there are 36 double and 24 single rooms.

A unit is usually one-story with proper roof insulation, in the form of a cross with outside windows for all rooms. In winter the dormitory is heated with a furnace. Adequate bathing and toilet facilities (that is a shower to every 10 women and about the same ratio for toilets in conveniently located lavatories) are provided. No tubs are installed and no laundry facilities other than the wash bowls in the lavatories.

3 or 4 tubs

The lounge space consists of a general room for every 60 occupants. This room is furnished with davenports, writing desks, card tables, etc.

The bedrooms are equipped simply with the necessary furniture (metal variety), with a locker for each woman. Women's dormitories are equipped with (curtains.) - window shades. -

Provisions include first-class boarding house service such as bed linen changed twice a week and individual towls daily.

Personnel Connected with Operation

There is a project director (a man) who is paid $2300 a year, and if the size of the project permits an assistant director)salary $1800). Where women are involved the aim is to have a woman as assistant director. These employees are drawn from Civil Service registers though at present there are no women available on these registers. Therefore it is permissable to use non-Civil Service women applicants (who may have to qualify afterward). Information as to special requirements for the woman assistant manager could be secured from Mrs. Manderson.

Maids are employed in the dormitories in the ratio of one maid to 50 beds. There is 24-hour a day and 7-days a week maid service. Some mention was made of a house mother for the woman's dormitory, who might be the assistant project director.

Rates charged

For single room -- $$5 - $7 a week

For Double room -- $3.50 - $5 a week per occupant

Other Policies

The Farm Security believes in and encourages self government by the occupants of dormitories and by workers in a definite industrial defense area such as those mentioned in this report.

In a dormitory if rules and regulations are self imposed and administered on a self-government basis the results are much more satisfactory.

plete responsibility than if the project authorities assume complete responsibility for this phase of operation.

In the community there can be a project council made up of representatives from each dormitory. In Bremerton, for example, there is a tenant's association responsible for running the community with a monitor system and even a voluntary fire department. This association drew up the town's constitution.

In connection with the recreation program, some local self government also seems desirable. In connection with one enterprise each person was charged 10 cents a week.

Though no special effort has been made, according to Mrs. Manderson's knowledge, to bring in the Labor Council in connection with a recreational program in a community such procedure might be a desirable possibility she thought.

Trailers

The Farm Security is responsible for providing trailers for some emergency situations where workers' families are involved. There is always a woman (that is a wife or other relative of the working man) living in every trailer.

Report on
Conferences concerning

DORMITORIES FOR WOMEN

1st Conference June 29

A conference was held on Monday, June 29, with three members of the staff of the National Housing Authority - (this as a result of sending the recommendations for dormitories) Mrs. Ailman, Miss Blanche Halbert and Mr. Nelson came. Miss Anderson, Miss Robinson, Miss Wolfe and Miss Cannon were present for the Bureau.

The new plans for the dormitories were shown, as were the plans for furnishings and for the recreation and service center. The following points were checked.

1. Quiet

   Efforts are being made to eliminate noise as much as possible. The bath room and toilet facilities are in a center building in a separately constructed building from the sleeping wings of the dormitories, connected by corridors. The room farthest from the bath is 144 feet.

2. Laundry facilities

   There are laundry sinks in the bathrooms. More complete laundry facilities with drying racks and ironing boards are in the basement of the sanitary facilities building. A towel rack with space for drying small articles is to be in each room on the back of the door.

3. ~~Sanitary facilities~~

   The service employees are to live in the dormitories.

4. The housing authority is taking the responsibility for providing eating and recreational facilities.

5. A matron will be in charge of the women's dormitories. Someone will be on duty continuously. The matron will not sleep in the dormitories.

6. Where there is a sufficient number of dormitories, a separate unit will be constructed which will house the administration offices, a snack bar, the cafeteria, a pantry with a small hot plate for emergency and party purposes; an emergency infirmary, and recreation facilities which include the lounge with nooks for private conversations, small club rooms which can be thrown into one large room, a small game room and auditorium-gymnasium.

7. The bedroom equipment includes besides the bed (probably 39-inch) a chest, of drawers a clothes closet, a chair for each individual. Special attention is being given to the lighting and ventilation. It is not possible to provide doors for the clothes closet.

8. There will be some double rooms - the Women's Bureau has recommended 2/3 single - 1/3 double.

In addition there was discussion of the width of the beds. A follow-up memorandum was sent to Mr. Emmerich saying the Bureau considers 39 inch beds preferable to 30 inch beds - and if the men's dormitories are to be equipped with 39 inch beds then the women's dormitories should have the same.

There was frank disagreement between Mr. Nelson and Miss Halbert. The Bureau members preferred Mr. Nelson's plan for the arrangement of the furniture for the double rooms, each occupant's furniture was arranged on either side of the room so there need be no interference; and we liked the writing table at the head of the bed. We preferred the built-in furniture of Mr. Nelson's plans.

2nd Conference - July 1.

A second conference was asked for by Mrs. Ailman and Mr. Nelson to talk about (a) the size of the clothes cupboards; (b) the proportion of single to double rooms; (c) the number of women who could live together in small apartments; (a) the size of the cupboards as provided in the plans is satisfactory - i. e., 30 inches wide in single rooms, 24 inches minimum for double rooms, and 2 ft. 2 inches deep; (b) 1/3 double and 2/3 single rooms were recommended; (c) no more than four women should be asked to live together in small apartments, understanding there will be two sleeping rooms and a small living room. These apartments are suggested only where dormitories with satisfactory eating facilities do not exist. Attention was called to the necessity of providing marketing facilities for such housing projects.

Illinois

Jolfet - Wilmington - Elmwood - Area

Plants:

(1) Kankakee Ordnance (Dupont) (Powder)

Women Employees:

Office - 80

Maximum - around 100

(2) Elwood Ordnance (Sanderson & Porter)

(Shell loading)

Women Employees:

January - 200 - 300 (just starting)

300 (app.) office

Expected: 2,500 - 3,000

Housing:

Family Units and Dermitories for men and trailers planned for Wilmington.

One project already constructed in Joliet

As yet no dormitories planned

The Rock Island Arsenal has about 600 women mostly office, and will probably hire at least 150 more during the next year at Savannah Depot have about 125 women of which approximately 70 are clerical. Will probably have 50 more.

Crab Orchard Lake near Marion and Herren, Illinois

Some women will be employed.

Present policy is to hire from local area.

Ohio

Ravenna - See letter from Miss Magee.

INDIANA

Charlestown - Jeffersonville

Plant:

(1) **Indiana Ordinance Plant** (Dupont ~~Powder~~)
Smokeless powder

Women Employees:

December - 162 - office

Expected - little addition

Plant:

(2) **Hoosier Ordinance** (Goodyear) Bag-Loading)

Women Employees:

December - Approximately 1700 in production

Approximately 200-300 office

Expected - Company on one shift

Expansion is planned

Plant:

(3) **U. S. Quartermasters Depot** (Jeffersonville)

Women Employees:

December - 500 office

160 factory production

Expected - Not sure

Housing:

Housing Units - 3 projects in this area.

Women commute

Near Louisville - Train possible

INDIANA

Kingsbury:

Plant:

Kingsbury Ordnance (Todd & Brown)

Women Employees:

Around 450 office

Around 500 production

Percent of women in plant operations increasing daily.

Plant expects to employ 20,000 men and women.

Dormitories:

Under construction to be opened in January:

4 for women at Knox

4 for men at Walkertown

Report 16 additional dormitories for 1,000 men

to be constructed.

Housing Projects - 3 with another rumored.

Other bag and shell loading plants in the United States which are planning to employ women according to information of December. Not visited as yet by agents of the Women's Bureau.

Coosa River Ordnance, Talladega, Alabama	(operating)	
Wolf Creek Ordnance, Milan, Tennessee	(construction reported complete)	
Iowa Ordnance, Burlington, Iowa	(operating)	-trailer camps-
Lone Star Ordnance, Texarkana, Texas	(under construction)	-trailers
Mississippi Ordnance, Flora, Mississippi	(under construction)	
Arkansas Ordnance, Jacksonville, Ark.	(under construction)	
Kansas Ordnance, Parsons, Kansas	(under construction)	
(Name unknown) Minden, Louisiana	(under construction)	

Indiana

Burns City (about 100 population) - Nearest town is 15 miles and has a population of 2,325

Plant

East Coast Naval Ordnance

Women Employees:

Some in office

Expect to have around 600 ~~in spring~~

Housing:

Temporary Trailer Camp

Minimum of 400 houses promised

"Commander Kelly feels that housing units should be made available to unattached women defense workers if they care to rent them. He said it had been done at Hawthorne, Nevada, where Navy Department secured a special ruling in order to keep women at the plant which was in a very isolated area, and offered no home environment if this was not done.

II

Background Material for Alabama

(Prepared by Statistical Branch of the
Research Division

Miss Bloodworth

CONTENTS

PART I. Census Material and Current Background Material from B.E.S. Regional Reports.

PART II. Women's Bureau World War II Community Studies in Alabama.

PART III. Women's Bureau World War II Individual Firm Surveys in Alabama.

PART IV. Women's Bureau World War II Pamphlets and Leaflets Relating to Special Wartime Problems such as Recommendations and Standards for Working Conditions, Community Facilities, and Other Related Material.

PART I. Census Material and Current Background Material from B.E.S. Regional Reports

PART I

"Courtesy" Contacts and for general information and "leads". (Federal and State agencies)

Contacts in Atlanta (federal regional offices that cover Alabama)

Regional Office of the B.E.S. (Bureau of Employment Security)
Director - Earnest Marbury
925 Grant Building
Atlanta

Bureau of Labor Statistics
Director - Brunswick Bagdon
7th and Peachtree (50 - 7th Street) Room 664
Atlanta

Contacts in Montgomery (State agencies)

Alabama Department of Industrial Relations (State Labor Dept.)
Director - S. Fleetwood Carnley
711 High Street
Montgomery

Alabama State Employment Office
Director - Pitt Tyson Maner
711 High Street
Montgomery

January 19, 1951

INFORMATION OBTAINED FROM B.E.S. LABOR MARKET REPORTS IN ALABAMA

A review of the most recent (June through November, 1950) bi-monthly Labor Market Area reports shows that the effects of the Korean war have so far shown up only to a limited extent. During World War II this area was an important ordnance, shipbuilding and repair, and aircraft repair war industry region. In Mobile alone, women's employment (exclusive of household employees) rose from 7800 in 1940 to an estimated 27,000 in the winter of 1944 and 1945, by 1946 the number had dropped back to 17,000 - over twice as many as in 1940 before the war but nearly 40 percent less than during the wartime peak employment. Nearly half of the women wartime workers in Mobile were in-migrants. Approximately one-fourth of the women employed during the war period were housewives and another fourth were in school before Pearl Harbor (See W. B. bulletin "Women Workers in War Production Areas").

Mobile Area

The reports show an increase in activities and employment during the last six months at the Mobile Air Repair Depot - Brookley Field. Employment in the depot November, 1950 was 1000 above its level prior to the Korean war and 500 more were expected by January - workers skilled in aircraft repair and stenographers.

Shipyards increased their working force during the summer and early fall due to the reactivation of the Reserve Fleet but employment dropped from September to November. Future trends in shipbuilding and repair work is most uncertain but there is no longer any question of the Gulf Shipbuilding Corp. or Waterman Repair Division closing down.

Women's unemployment in the area was estimated at 1550 for November.

Birmingham Area

It was estimated in November that there were 4000 unemployed women in the area and in addition a potential labor supply of -

	Total	Women
Older workers and women - entering or re-entering labor force	4500	3000
In-migrants or commuters	1000	250

The only definite report of defense work in the Birmingham area was of a new aircraft plant with a contract for a new type cargo plane for the U. S. Air Force.

Birmingham Area (Cont'd.)

This plant (Chase Aircraft Co.) will occupy half of the old Bechtel-McCone Aircraft plant which was visited by the Women's Bureau in 1943. Will begin hiring engineering staff January 1st and production workers not before March 15th. Officials indicate slow staffing to reach peak of 6000 in 15 mos.

Montgomery Area

Estimated labor supply - Total 3000   Women 1200 (September)

Employment of women has shown some increase during the last two months possibly due to fact many employers hesitate to employ young men from 19 to 26 years of age for permanent work.

Increase of 200 in Federal employment during last 2 months (November) Maxwell Field reports future requirements will depend on international situation.

NOTE: No other references to the plants visited by the Women's Bureau during World War II. What is happening to these large government installations? A check with B.E.S. officials in Washington indicated that individual plant reports would not be available for 6 months. However, much more current information probably can be obtained from interviews with the Atlanta Federal B.E.S. regional office and the B.E.S. area offices in the individual areas.

CIVILIAN POPULATION - 1950 and 1940 (BUREAU OF CENSUS)

Preliminary estimates on population of the 1950 Census show the following changes in Alabama and other southern states since the 1940 Census.

Total Civilian Population in -

	1950	1940	Change	
			Number	Percent
United States	149,859,000	131,402,000	+ 18,457,000	+14.0
East South Central States				
Alabama	3,052,395	2,832,961	+ 219,434	+ 7.7
Kentucky	2,931,588	2,845,627	+ 85,961	+ 3.0
Mississippi	2,171,806	2,183,796	- 11,990	- .5
Tennessee	~~3,280,875~~ 3,280,575	2,915,841	+ 364,734	+12.5

Although the relative increase in the population of the State of Alabama is only about one-half of that of the U. S. as a whole, marked increases in population have taken place in some of the larger cities in the State.

	1950	1940	Increase	
			Number	Percent
Mobile	127,129	78,720	48,409	+61.5
Montgomery	105,715	78,084	27,631	+35.4

According to the 1950 Census, 106 cities in the U. S. have a population of 100,000 or over, 15 more cities than in 1940. Mobile and Montgomery are among these cities joining the ranks.

January 2[illegible] 1951

Changes in Population and in Labor Force of Women between 1940 and 1947 in Birmingham, 1940 and 1946 in Mobile.

A series of Census special one-time reports of labor force characteristics, which included the Birmingham Metropolitan Area in 1947 and the Mobile Metropolitan Area in 1946 indicates that these two important war industry areas are better able to meet the need for increased employment of women during the present critical period than at the time of Pearl Harbor.

Birmingham

In 1947, 203,000 women (14 yrs. & over) were living in the area.
In 1940, 163,000 women (14 yrs. & over) were living in the area.
An increase of 40,000 women in 1947.

In 1947, 61,000 (about ½ were white) women were in the labor force.
In 1940, 46,000 women were in the labor force.
An increase of 15,000 women in 1947.

In 1947, 117 thousand (over 60% were white) women were housewives (not otherwise employed).
In 1940, 87,000 women were housewives (not otherwise employed)
An increase of 30,000 women in a potential pool from which recruits may be drawn.

The increase and shifts in women's employment for INDUSTRY is shown in the following table:

Major Industry Group	April, 1947 (Civilian Population)	March, 1940 Total Population	Change ~~Increase~~		Percent of Total	
			Number	Percent	1947	1940
Total women employed	58,520	37,865	+20,655	+ 55	100	100
Construction	228	116	+ 112	~~+ 97~~	-	-
Manufacturing	5,662	2,746	+2,916	+106	10	7
Transportation, communication, and other public utilities	2,318	1,025	+1,293	+126	4	3
Wholesale and retail trade	15,998	7,185	+8,813	+123	27	19
Service industries	31,996	25,457	+6,539	+ 26	55	67
All other industries	2,128	770	+1,358	+176	4	2
Industry not reported	190	566	- 376	-	-	1

B'ham 1947
Service Ind. - 55
Wholesale & Ret. - 27
Mfg. 10
Transp. Comm. & pub. 4
Serv.
All other indus. 4
Const. not rep.

1940
Serv Ind. - 67
Wholesale Ret. - 19
Mfg. 7
Trans. 3
All other ind. 2
Not Rep.
Const. 7

Mobile 47
Serv Ind. 1
Whol Ret. 2
Mfg. 3.
All other 4
Trans 5
Cons 6
N.R 7

40
Service Ind
Whol. & Ret
Mfg
Trans +
All other
Not 6
Cons 7

Birmingham (Continued)

The increase in women's employment by OCCUPATION is shown in the following table. Note that domestic employees is the only major occupation in which there has not been a substantial gain.

Major Occupation Group	April, 1947 (Civilian Population)	March, 1940 (Total Population)	Increase		Percent of Total	
			Number	Percent	1947	1940
Total women employed	58,520	37,865	20,655	+ 55	100	100
Professional & semi-prof. workers	4,712 5	4,452 4	+ 260	+ 6	8	12
Proprietors, managers, & officials	2,166	1,134	+1,032	+ 91	4	3
Clerical, sales, & kindred workers	19,076	9,673	+9,403	+ 97	33	26
Craftsmen, foremen & " "	456	197	+ 259	~~+132~~	1	1
Operatives & kindred workers	6,688 4	3,174 5	+3,514	+111	11	8
Domestic service workers	14,364	14,033	+ 331	+ -	25	37
Service workers except domestic	10,450 3	4,651 3	+5,799	+125	18	12
Laborers	418	209	+ 209	~~+100~~	1	1
Occupation not reported	190	342	- 152	~~- 44~~	-	1

Mobile B'ham

1947 1940

Cler. Sales — Clerical Sales & kindred - 33% — Domestic 37

Oprat. — Domestics 25 — Clerical 26

Serv. except Dom. — Service workers except. 18 — Service except dom. 12

Prof. & Semi. — Operatives - & kindred 11 — Prof & Semi- 12

Dom. — Prof & Semi-prof 8 — Operatives & kin. 8

Sales — Mobile 8

Mobile - Prof & Semi-

1949

Cler - — Domestic — B'ham +7% 6%

Domestic — Clerical

Service except dom — Service ex dom — B'ham Op. 111%

Prof & Semi x — Operatives — Mobile 97

Operatives — Prof & Semi — B Serv ex Dom 111 125

Prof. — Mob

Mobile

In 1946, 66,000 women (14 yrs. & over) were living in the area.
In 1940, 46,000 women (14 yrs. & over) were living in the area.
An increase of 20,000 women in 1946.

In 1946, ~~22,000~~ 23,000 women were in the labor force.
In 1940, ~~13,000~~ 16,000 women were in the labor force.
An increase of ~~9,000~~ 7,000 women in 1946.

In 1946, 36,000 women were housewives (not otherwise employed).
In 1940, 23,000 women were housewives (not otherwise employed).
An increase of 13,000 women in a potential pool from which recruits may be drawn.

The change and shifts in women's employment for INDUSTRY is shown in the following table:

Major Industry Group	November, 1946 (Civilian Population)	March, 1940 Total Population	Change		Percent of Total	
			Number	Percent	1946	1940
Total women employed	21,555	13,156	+8,399	+ 64	100	100
Construction	225	43	+ 182	~~+423~~	1	-
Manufacturing	2,250	1,171	+1,079	+ 92	10	9
Transportation, communication, and other public utilities	1,185	543	+ 642	+118	5	4
Wholesale and retail trade	5,520	2,303	+3,217	+140	26	18
Service industries	10,320	8,701	+1,619	+ 19	48	66
All other industries	2,040	236	+1,804	+764	9	2
Industry not reported	15	159	- 144	-	-	1

The change in women's employment by OCCUPATION is shown in the following table. Note that domestic employees is the only major occupation where there has been a decrease in employment.

Major Occupation Group	November, 1946 (Civilian Population)	March, 1940 (Total Population)	Change		Percent of Total	
			Number	Percent	1946	1940
Total women employed	21,555	13,156	+8,399	+ 64	100	100
Professional & semi-prof. workers	2,160	1,260	+ 900	+ 71	10	10
Proprietors, managers, & officials	1,110	470	+ 640	+136	5	4
Clerical, sales, & kindred workers	7,320 ①	2,852	+4,468	+157	34	22
Craftsmen, foremen & " "	390	65	+ 325	+ -	2	-
Operatives & kindred workers	2,115	1,345	+ 770	+ 57	10	10
Domestic service workers	4,455	5,282	- 827	- 16	21	40
Service workers except domestic	3,690	1,640	+2,050	+125	17	12
Laborers	300	126	+ 174	+ -	1	1
Occupation not reported	15	116	- 101	+ -	-	1

files

FEDERAL SECURITY AGENCY

OFFICE OF DEFENSE HEALTH AND WELFARE SERVICES

OFFICE OF THE
REGIONAL DIRECTOR

517 North 22nd Street
Birmingham, Alabama

May 12, 1942

WOMEN'S BUREAU
MAY 15 1942
DEPARTMENT OF LABOR

Miss Mary Anderson,
Director,
Women's Bureau,
U. S. Department of Labor,
Washington, D. C.

Dear Miss Anderson:

This acknowledges receipt of your letter of May 6 enclosing copies of summaries of the surveys of Macon, Georgia, and the Talladega, Childersburg, Sylacauga, Alabama, defense areas for which please accept our thanks.

Sincerely yours,

Richard H Lyle

Richard H. Lyle,
Regional Director of Defense
Health and Welfare Services

FOR DEFENSE
BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

May 6, 1942

Mr. Richard H. Lyle, Regional Director
Social Security Board
First Avenue and 19th Street
Birmingham, Alabama

My dear Mr. Lyle:

I am enclosing copies of summaries of the surveys made by agents of the U. S. Women's Bureau of Macon, Georgia, and the Talladega, Childersburg, Sylacauga, Alabama, defense areas.

Sincerely yours,

Mary Anderson, Director.

Enclosures
MA:MC:MNG

Miss Cannon
Community [illegible]

files

FEDERAL SECURITY AGENCY
OFFICE OF DEFENSE HEALTH AND WELFARE SERVICES

OFFICE OF THE
REGIONAL DIRECTOR

Birmingham, Alabama
May 4, 1942

WOMEN'S BUREAU
MAY 7 - 1942
DEPARTMENT OF LABOR

Miss Mary Anderson,
Director, Women's Bureau,
U.S. Department of Labor,
Washington, D. C.

Dear Miss Anderson:

Thank you very much for copies of summaries of the surveys in defense areas made by agents of the U. S. Women's Bureau.

We have referred the reports on Milan, Nashville, Tennessee; Flora, Mississippi; and Huntsville, Alabama, to our report analyst, Miss Esther Bonnet. I am sure that they will be of great help to her in preparing the defense area surveys.

We are looking forward to receiving a summary of the survey on Macon, Georgia, and shall appreciate any additional survey summaries which you can send us.

Very truly yours,

Richard H Lyle

Richard H. Lyle,
Regional Director of Defense
Health and Welfare Services

FOR DEFENSE
BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

[illegible]

April 28, 1942

Mr. Richard H. Lyle, Regional Director
Social Security Board
First Avenue and 19th Street
Birmingham, Alabama

My dear Mr. Lyle:

I am glad to reply to your request for copies of summaries of the surveys made of defense areas in your region by agents of the U. S. Women's Bureau.

They include the Milan, Nashville, Tennessee; Flora, Mississippi, and Huntsville, Alabama, areas. Miss Esther Burnett asked for these summaries also. Will you please let her have these at your earliest convenience?

The summary of the survey of Macon, Georgia, will be ready in a few days.

Sincerely yours,

Inclosures
MC:MSC

Mary Anderson, Director.

community
Miss B.
filed

FEDERAL SECURITY AGENCY
COORDINATOR OF
HEALTH, WELFARE, AND RELATED DEFENSE ACTIVITIES

OFFICE OF THE
REGIONAL COORDINATOR

Birmingham, Alabama
March 24, 1942

Miss Bertha M. Nienburg,
Acting Director, Women's Bureau,
U. S. Department of Labor,
Washington, D. C.

Dear Miss Nienburg:

Please excuse my failure to reply to your letter of February 12 before now, as I have been out of the Regional Office much of the time and have spent the last few days in Washington.

We have conferred with Miss Ziegler a few times since your letter came and I am glad to report to you that she attended most of the sessions of the Regional Advisory Council. We are sending a transcript of the meeting to her and would like to enroll her as a regular member of the Council. We shall also send her a copy of our serial letter, as you request in your letter.

Sincerely yours,

Richard H Lyle

Richard H. Lyle
Regional Director of Defense
Health and Welfare Services

Copy
Community
Div.

FEDERAL SECURITY AGENCY
COORDINATOR OF
HEALTH, WELFARE, AND RELATED DEFENSE ACTIVITIES

OFFICE OF THE
REGIONAL COORDINATOR

Birmingham, Alabama
February 17, 1942

Miss Bertha M. Nienburg,
Acting Director,
Women's Bureau,
U. S. Department of Labor,
Washington, D. C.

Dear Miss Mienburg:

I thank you for your letter of February 12, relative to the conditions under which women are living and working in defense areas in this Region, and especially in areas where new munition plants have been constructed.

We send regular weekly Regional Advisory Council Letters to Miss Hazel Fredericksen in accordance with a memorandum which came to us some weeks ago from the Children's Bureau. We have been listing her as the Representative of the Bureau on our Regional Advisory Council, but she has not attended any of our meetings as yet. Miss Irene Atkinson attended a meeting back in October. I assure you that we would welcome Miss Zeigler, or any of her Assistants, to this Region and to membership in the Council in the event Miss Fredericksen cannot attend; in fact, we would be glad to have as many representatives from your Bureau as could attend.

The Senior Specialists of Education are charged with the responsibility of passing on applications for community school facilities in the six States of this Region. They are asking the State Department of Education for assistance in appraising the situation in Huntsville, Alabama, Mobile, Alabama, and the Childersburg, Alabama areas with reference to the attendance of children in schools and the needs of these communities for facilities in the way of day and nursery homes. These gentlemen have a fearful schedule to carry out, however, in view of the many applications which are made for school facilities in this Region and have been unable to concentrate on this problem as they would like to have.

Copy sent to Miss Zeigler.
Air Mail, Special Delivery

We have made no special survey of areas with a view to ascertaining the conditions under which women live and work, but there has been a considerable migration, both in industrial and military areas in this Region and, undoubtedly, an intensive appraisal of conditions under which they are living would be most helpful.

We are having a Council meeting March 12-13, at which time we have asked three of the States of this Region to select an area within their boundaries and appraise the work of Federal agencies in meeting the needs. I believe your Representatives would find it interesting to attend such a meeting and I am sure would be in a position to make a substantial contribution to such a program. Please let me know who can attend this meeting.

Please let me know, also, when your Representatives will be in this vicinity so that a conference can be arranged between us.

Sincerely yours,

Richard H. Lyle

Richard H. Lyle
Regional Director of Defense
Health and Welfare Services

Defense
File
Community
Needs

February 12, 1942

Mr. Richard H. Lyle, Regional Director
Office of Defense Health and Welfare Services
Chamber of Commerce Building
First Avenue and Nineteenth Street
Birmingham, Alabama

My dear Mr. Lyle:

This Bureau is concerned with the conditions under which women will live and work in the new munitions plants that are being built in your Region. Miss Ziegler is in charge of checking up in the plants and in the communities as to present conditions and methods of bettering them. She has found that conferences with the Regional Director, Mr. Henry L. McCarthy, of Region No. 6 (Illinois, Indiana, Wisconsin) have been most helpful in working out a solution to some of the problems met.

Would it be possible to notify us of Council Meetings within your Region so that Miss Ziegler or her assistants, Miss Wolfe and Miss Thurman, may attend when they are in your section. If you put out a serial letter, as does Region No. 6, it would also be appreciated.

Sincerely,

Bertha M. Nienburg,
Acting Director

BMN:LN

Feb. 9, 1942

Richard H. Lyle,
Chamber of Commerce Bldg.,
First Avenue and Nineteenth St.,
Birmingham, Alabama

Dear Mr. Lyle:

Mr. Alvin Roseman of the Office of Defense Health and Welfare Services has asked us to send you a copy of our occupational analyses of war industries in relation to the possible employment of women workers. As you know, the small arms ammunition branch and the artillery ammunition are both employing women extensively. The aviation branch will employ a vastly increased number in the very near future. The instrument branch, too, will increase women's employment.

Sincerely,

Berth M. Nienburg,
Assistant Director

am

April 27, 1942

Mr. James M. Cobb
National Safety Consultant
National Committee on the Conservation of Man Power
711 High Street
Montgomerym Alabama

My dear Mr. Cobb:

Miss Ketchin of the Children's Bureau asked us to send you any pamphlets concerning women's employment that might be helpful in your safety efforts. I am enclosing herewith pamphlets showing the work which women are doing in artillery ammunition production and others dealing with women's clothing and weight lifting.

From time to time we will have brief folders dealing with essentials in the effective employment of women and we will be glad to put your name on our list.

Sincerely,

Bertha M. Nienburg,
Assistant Director

[illegible]

March 3, 1942

Major General William N. Porter
Chief, Chemical Warfare Service
War Department
Washington, District of Columbia

Dear Sir:

As you know, the Women's Bureau is working with the Office of the Under Secretary of War to bring about the most effective use of women in war production plants. To this end it is determining the living needs of women workers who are or will be employed in large numbers in industrial areas; for experience has shown that reasonable living comfort is necessary to maintain a stable production staff.

In this connection we have asked our field agents, Martha Ziegler and Sara Thurman, to call at the Redstone Ordnance Plant and the Huntsville Arsenal while in Alabama. This call will be to determine the basic facts essential for interpretation of women workers living needs. Would it be asking too much to have your office notify the Commanding Officer of these plants of our visit?

We appreciated the many courtesies extended to us at the Edgewood Arsenal. At the time of our visit work was slack but I judge it is operating at maximum capacity to-day.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Copy sent to Miss Ziegler.

Genl. Files

[illegible]

February 27, 1942

Major General Charles Wesson
Chief, The Ordnance Division
War Department
Washington, District of Columbia

My dear Major General Wesson:

Members of our staff have been working with district officers of the Ordnance Department and with officers stationed at ammunition plants as to the use of women in munitions operations, to essential housing and other community conditions. To-day we received a letter from our representative, Martha Ziegler, stating that the Commanding Officer of the Coosa River Ordnance Works, Major Pruden, insisted that he must have a letter from you before he would discuss plant conditions with us. I am sorry to bother you with this matter although I know you will appreciate Major Pruden's prudence.

I am writing him with this mail but hope he may be reassured that our agents know women's work, the conditions under which it should be done and can be helpful.

With best wishes,

Sincerely yours,

Mary Anderson, Director

BMM:LW

Com [illegible]

February 28, 1942

Major Charles H. Pruden, Commanding Officer
Coosa River Ordnance Works
Talladega, Alabama

My dear Major Pruden:

We are, indeed, sorry that you were not notified of the visit of our field agents, Martha Ziegler and Sara Thurman. We had not been informed of the exact time in which they would have finished with some problems concerning women's employment in the Middle West. As has been stated, we have been working with munitions plants to bring about the most effective use of women in the plant and to insure living conditions which will make for a stable staff. In each ordnance community we have found many problems and I believe our members have been helpful in solving some of them.

We recognize that all information furnished is confidential and is used only to make women more useful in the production program.

We hope we may have your full cooperation as we have had that of other commanding officers.

Very truly yours,

Bertha M. Nienburg,
Assistant Director

BMN:LW

PART II. Women's Bureau World War II Community Studies in Alabama

Miss Bloodworth's Copy

PART II

SUMMARIES AND OTHER RELATED MATERIAL TAKEN FROM COMMUNITY SURVEYS MADE IN ALABAMA BY WOMEN'S BUREAU REPRESENTATIVES DURING WORLD WAR II

I. Mobile Area
   Major war plants scheduled - Alabama Drydock and Shipbuilding, Gulf Shipbuilding, and Mobile Air Repair Depot (Brookley Field)

II. Huntsville Area
   Major war plants scheduled - Huntsville Arsenal and Redstone Ordnance

III. Childersburg, Talladega, and Sylacauga Area
   Major war plants scheduled - Coosa River Ordnance and Alabama Ordnance Works

IV. Birmingham Area (Childersburg)
   Major war plants scheduled - Alabama Ordnance, Rheem Mfg. Co.

January 18, 1951

LIST OF ORGANIZATIONS VISITED TO OBTAIN INFORMATION FOR COMMUNITY STUDIES

1. MOBILE AREA

War Manpower Commission
    1. Area director

Employment Service
    1. Information representative for State of Alabama
    2. Woman in charge of training

National Housing Agency
    1. Regional representative

Mobile Housing Board
    1. Executive director
    2. Coordinator

School System
    1. Truant officer

Council of Social Agencies
    1. Executive director
    2. Chairman of housing committee
    3. Chairman of sub-committee on reception center of housing committee.

U.S.O.
    1. Travelers' Aide
    2. N.C.C.S.
    3. Y.W.C.A.

Y.W.C.A.
    1. Executive director
    2. Industrial secretary

N.Y.A.
    1. Youth personnel officer

National Board of Methodist Church

American Federation of Labor
    1. Head of metal trades dept.
    2. Business agent, sheet metal workers local
    3. " " electrical workers local
    4. Business representative, boilermakers
    5. Head of building trades council
    6. Representative, machinists local

C.I.O.
    1. National representative - Industrial Union of Marine & Shipbuilding Workers.

Other information obtained from governmental agencies in Atlanta
Federal Public Housing Authority
War Manpower Commission

2. HUNTSVILLE AREA
    - U.S.E.S. - Huntsville
    - Huntsville Chamber of Commerce, Secretary
    - Madison County Board of Health, Director
    - Madison County Superintendent of Schools
    - County Board of Public Welfare, Community worker
    - U. S. Local Housing Authority, Chairman
    - Madison County Civil Service Board, Secretary
    - Huntsville City Clerk
    - Madison County Agent
    - Madison County Home Demonstration Agent
    - Women's Clubs in Huntsville, Community leader
    - W.P.A. worker at Soldiers' Center
    - W.P.A. pre-school worker
    - W.P.A. worker at Merrimack Girls' Club
    - Madison County W.P.A., Director of recreation

3. CHILDERSBURG, TALLADEGA, SYLACAUGA
    - Talladega Chamber of Commerce, Chairman (also head of Home Registration office)
    - Talladega County Public Welfare, worker
    - County Elementary Schools, Superintendent and program director
    - Talladega County Defense Council, Chairman
    - County W.P.A., Assistant recreation supervisor
    - Government Housing Projects, Area supervisor
    - County Health Dept. at Talladega, Secretary to head
    - Talladega County Agent and Assistant agent
    - Talladega County Home Demonstration, agent
    - Red Cross at Talladega, worker
    - U.S.O. Center - Childersburg, Head and also U. S. O. worker
    - U. S. Employment Service (Talladega and Clay Counties),
        1. Manager
        2. Program assistant, Talladega
    - Coosa Valley Defense Housing, Construction Div., City Hall, Sylacauga - Head
    - W.P.A., Recreation and Education
        1. Talladega County Coordinator - Sylacauga
        2. Talladega County Project Supervisor - Sylacauga
        3. County Recreation Supervisor - Sylacauga
    - City Planning Commission, Chairman - Sylacauga

4. BIRMINGHAM AREA
    - Birmingham Ordnance District Office - Chief of 5th Dist. Ordnance office -Birmingham
    - Alabama Industrial Commission - Dir. of Division of Safety and Inspection
    - War Manpower Commission
        1. Director
        2. Regional consultant for women (Atlanta)
    - U.S.E.S.
    - Civil Service Office - Brookley Field, Mobile
    - Vocational Education - Birmingham
    - Int'l. Assoc. of Machinists Business Agent, Watts Bldg., Birmingham
    - C.I.O. - Comer Bldg., Birmingham

January 18, 1951

TOPICS COVERED IN THE SPECIFIED COMMUNITY SURVEYS IN ALABAMA
(The topics with checks circled in red are those summarized in the following pages)

Topic	Area and date of study			
	1 Mobile 2/43	2 Huntsville [1/] 3/42	3 Childersburg, etc. 2/42	4 Birmingham [2/] 7/43
Absenteeism	✓			
Child care	✓	(✓)	(✓)	
Community attitude toward war worker	(✓)			
Eating facilities		✓		
Economic character of area	(✓)	(✓)	(✓)	(✓)
Food and food facilities	✓			
Health and medical facilities		✓		
Hours	✓			
Housing	✓	✓	(✓)	
Labor supply & demand	(✓)		(✓)	
Recreation	✓	✓	(✓)	
Registration of women	(✓)			
Schools & educational facilities	✓		✓	
Shopping problems	(✓)			
State Defense Council			(✓)	
Training facilities	(✓)			(✓)
Transportation	✓	(✓)	(✓)	
Turnover	✓			
Utilization of women in war indus.	✓			(✓)
Wages	✓			
Woman Power Commission	(✓)			
Miscellaneous notes				(✓)
General recommendations			✓	

[1/] Summary of study made by "Family Security Services" attached covering such subjects as - economic structure, source of labor supply, recreation facilities, care of children.

[2/] Attached is mimeographed copy of "Employment Stabilization Program for the Birmingham Area prepared by the War Manpower Commission. May be helpful in planning similar programs, when needed.

Community Notes (brief summary)

The Mobile Area (Feb., 1943)

Major War Plants - Alabama Dry Dock and Shipbuilding and Mobile Air Repair Depot
(Brookley Field)

January 15, 1951

General Description of Area

The three major establishments in Mobile, or its immediate environs, which are employing women on productive operations are as follows:

Alabama Drydock and Shipbuilding Company
Gulf Shipbuilding Corporation
Mobile Air Repair Depot (Brookley Field)

Source of Labor Supply

Undoubtedly many people have come to Mobile "on their own" to seek work. Others have been recruited by government agencies, employers, or labor unions. People are reported to have come from a great variety of places in many states. Many, and this was said to be true of a good many of the young women now working in Mobile,-are said to have come from small farms throughout the rural South. Large numbers of men, often with other members of their families, are reported to have come from many cities in the Middle West, such as Cincinnati, Indianapolis, St. Louis, and Peoria, to name only a few.

A number of the people interviewed in Mobile, especially representatives of social and welfare agencies, talked about the inexperience of many of the young men and women who have come into Mobile, sometimes through Brookley Field of the NYA, and sometimes "on their own". Many are said to have come from very poor families living on small farmes. It is said that many, when they arrive, are unacustomed to modern conveniences and unfamiliar with modern social usages or with "city ways". Some come without money and must be helped until they get their first pay checkes. Naturally many are very appreciative of the opportunity to receive training, get jobs, and earn their first real wages.

A recent article concerning the work of the Y.W.C.A. in Mobile opened with the following paragraph, which is typical of the type of statement that was heard rather frequently in Mobile:

> "They come from little towns all over the South, industrious boys and girls, NYA workers, teen-age warriors, swarming into Mobile in a modern children's crusade. To them Mobile means the big city, bright lights, their first job, their own pay check, the exciting part they are playing to help win the war". (Mobile "Press Register", Feb. 21, 1943).

While the number of young people of this type can perhaps be easily exaggerated, nevertheless they do seem to be an element in the community requiring definite consideration in the planning of housing, recreation, and other community facilities.

Registration of Women

Since more workers will still be needed in Mobile industries, since many more men will be taken by the draft during 1943, and since it has seemed unwise to War Manpower officials to bring anymore workers into Mobile than absolutely necessary so as to avoid unnecessary strain on community facilities, it was decided to carry out a voluntary registration of Mobile women willing to take various types of jobs. The War Manpower Commission and the Employment Service in issuing publicity concerning this registration emphasized that not only women who were willing and able to take jobs in war industries, or to take training for them, were wanted but also women to work in civilian industries which must be maintained. Women who could take only part-time jobs were urged to register as were those who could not take a paid job at all but would be able to give some time to the essential volunteer services, such as the Red Cross or the OCD.

Many women's organizations in the community cooperated in this drive and a steering committee representing these organizations was formed which worked under the leadership of Mrs. A.F. Barr, president of the Business and Professional Women's Club. At one of the meetings of this committee held early in February it was decided that sufficient preliminary work could not be done to conduct the registration prior to the national registration for ration book #2 and that any drive to enlist women held a week or two after the "canned goods registration" would be greatly handicapped. Consequently arrangements were made to set up booths, manned by women volunteers, at the schools where the ration book registration was being carried on. Also additional booths for registering women were maintained the entire week of Feb. 22-27 in several grocery, limited-price, and department stores and in two hotels situated in the principal downtown business area.

One department store gave one of its show windows for an exhibit and some equipment furnished by training officials was displayed. (Three Women's Bureau posters showing photographs of women in various types of war jobs were among the exhibits displayed) Part of the time, at least, a couple of women dressed in work clothing stood at a bench in this window and worked at small jobs. A few industrial firms, including the Alabama Drydock and Shipbuilding Co., ran advertisements in the paper urging women to register for work.

A small leaflet was prepared by the War Manpower Commission explaining the reasons for the registration and this was distributed house to house the Friday and Saturday prior to Feb. 22. This same leaflet was also given out to women customers in some of the restaurants.

The form used for the registration was comparatively brief, and in the main was the first part of the regular Employment Service form. However, a question was added to inquire whether the woman registering would need and want some type of child care facilities for her children. The volunteers manning the booths filled out the firms by interviewing the women who came to register. It was felt that a more detailed interview would need to be taken later, when the women were called into the Employment Service office.

A complete report concerning the number of women registering for work was not available at the time this report was written. According to a newspaper story in the "Mobile Register" of March 5, 1943, about 2200 women registered. A great number were reported to be interested in clerical and retailing jobs, although some desired light mechanical trades, sheet metal work, store room work, or tool room clerkships. Apparently there were comparatively few interested in welding jobs.

It was also stated in this same article that of 100 women called into the office to be asked to take training for war jobs, only about half appeared. Furthermore the majority of these appeared to be unwilling to take a training course prior to getting a job. Another newspaper story of a few days later indicated that perhaps more women were entering training and that some had been placed in jobs for which no training was required.

Training Facilities

During the period from March 2, 1942 to March 2, 1943 the National Youth Administration recruited, trained, and placed through its center in Mobile almost exactly 2000 youth. While some of these were recruited and trained entirely in Mobile the great bulk of them came from NYA establishments in 9 different states and merely spent two weeks at the Mobile center for final training and placement. These youth came from Alabama, Arkansas, Florida, Georgia, Mississippi, Missouri, South Carolina, Oklahoma, and Tennessee. Complete figures for girls were not available since separate records of placements by sex were not kept until the latter half of the year. However, something over 244 girls were included among the 2000, and some girls came from each of the nine states (though in several instances only 2 or 3 girls came from a state). Over 60% of the girls, and an even higher percentage of the total youth, however, came from the three states of Alabama, Mississippi, and Georgia.

All but 62 of the youth were placed in war industries, and one or more workers were placed in 15 different war plants, a few of which were outside of the immediate vicinity of Mobile. The great bulk of all of these workers were placed in the two shipyards and Brookley Field at Mobile, and about 85% of all placements were at the shipyards. (However NYA does not have figures to indicate how many of the youth are still employed at the firms with which they were originally placed).

Vocational training courses are offered in a number of fields, including electrical work, machine shop, sheet metal work, welding, blueprint reading, and drafting, and also in typing, shorthand, and general office work. These classes are given at Murphy High School, McGill Institute, and at the Custom House.

The NYA training center has already been referred to in this report. Some youth receive their entire training course in this center but most come in from other NYA training schools and receive only their final two weeks training here. Courses given include machine shop, sheet metal and welding. The young men and women live in tents which have wooden floors and wooden sides to a height of several feet in addition to the shops, there are also buildings for toilet and bath facilities, and a central dining hall.

Pages missing in original

Community attitude toward war workers

In Mobile, (as in many other war industry centers), it was frequently said that a certain amount of antagonism has grown up between the industrial workers who have come into the community and the old residents of the city. Naturally such antagonism hampers the development of adequate community programs. The women shipyard welders are said to be about the most unpopular group, partly no doubt because they sometimes appear in downtown Mobile looking dirty and unkempt, and in their work clothing. It is an encouraging sign, therefore, that some groups made up in part of local residents, and particularly of local women, such as the housing committee of the Council of Social Agencies, the Mobile Woman Power Commission, and the Business and Industrial Committee of the Y.W.C.A. are now taking an active interest in finding out about the actual conditions under which women must work in Mobile at present (which helps to explain the appearance of some of the shipyard workers). Also these groups are actively considering the needs of women workers. Continued cooperation between government agencies and local groups of this type is therefore very desirable.

Community Notes (brief summary)

The Huntsville Area (Feb., 1942

Huntsville Arsenal
Redstone Ordnance

January 15, 1951

Characteristics of surrounding rural area

Madison County, in which Huntsville is located, is noted for its cotton crop, its nursery business, and its water cress production. For the past fifty years it has been Alabama's leading agricultural county, averaging 50,000 bales of cotton per year. It claims seven nurseries, one of which the Chase Nursery Company, is over 50 years old and is said to be the largest wholesale nursery south of the Ohio River. Madison County is also known as the largest water cress center in the United States, with a daily shipment of 35,000 bunches during the peak season. As a special program this year, the county will cultivate an unusually large crop of peanuts, and other products of less importance are corn, hogs, cattle (dairy and beef), sheep, tobacco, oats, and poultry.

Comments concerning outlying area (beyond commuting distance)

The three fertile agricultural counties of Tennessee (Giles, Franklin, and Lincoln) which bound Huntsville on the north, and the four thickly settled Alabama counties (Jackson, Marshall, Morgan, and Limestone) which surround it have a combined population of approximately 300,000, and thus make Huntsville the fourth largest market in the State of Alabama. Situated in the heart of the Tennessee Valley, this city is also practically the center of an area bound by four other large cities, Birmingham, Atlanta, Chattanooga, and Nashville.

Transportation Facilities

The real transportation problem hasn't been felt to a great extent in this area because production isn't underway. Most of the construction workers and the office girls come in private cars. There are buses running every 20 minutes to the administrative offices of the Arsenal for the small fare of five cents, but one plant has service only at 6:00 a.m. to the plant and from there at 6:10 p.m. with a charge of fifteen cents each way. Mr. Claude Pipes, Chairman of the Huntsville Chamber of Commerce, stated that there is a petition up now for Government trucks to take workers from the city to the plants, or if this were impossible, to at least meet them at the gate and carry them into the area of operations.

Both the Arsenal and the Ordnance Plant expect to get a large part of their labor from the local supply, but by "local" they do mean the surrounding towns within commuting distance. Tire restrictions will interfere here, and it will probably be necessary to have special buses coming in from these towns. Mr. Pipes commented that the bus companies can get tires but are having trouble securing additional buses. When the transportation problem becomes more serious it may be possible to work out service with local railways.

Some complaints were heard about transportation to the Government trailer camp. It is at least a mile from this camp to the bus stop. Husbands have to take the cars to work, leaving to wives no facilities for getting to town to shop, buy milk, groceries, etc.

Care of Children

In the crowded West Huntsville area where both parents of many children are already working in the cotton mills and where numbers of women who haven't been employed for some time are being called back to work, the County Board of Public Welfare reports a disturbing increase in juvenile delinquency. This indicates a need for the expansion of child care facilities.

There ~~are~~ were in existence three W.P.A. nursery schools in Huntsville. The pre-schools, which come under the recreation division, keep the children for three hours during the morning, from 8:30 A.M. until 11:30 A.M. The program consists mostly of free play, and only fruit juices and crackers can be served.

The nursery schools, however, ~~are~~ were run on the all-day plan, with a well-balanced noon meal prepared in the schools' own kitchen. The children also get milk, and, in the winter time, cod-liver oil. They have cots and cover so that they may take a mid-day nap. One of the two nursery schools is for Negroes and the other for white children. Unfortunately, the old building for the white children was taken over as Arsenal property and a new one is now under construction so that the operation of this school has been suspended temporarily. According to reports, the new building will be so well equipped that it is well worth the time lost during its construction. The present facilities could probably care for the children of mothers who may be working in defense plants. If necessary, W.P.A. directors of the nursery schools can operate on two shifts in order to keep the children until their mothers get off from work in the afternoon.

January 15, 1[illegible]1

Huntsville Area - Contd

Highlights of Report of Family Security Services in Defense Areas made by County Board of Public Welfare (February, 1942)

Economic Structure

Madison County in which Huntsville is located is predominantly rural in character, offset by three textile mills operating just outside Huntsville, itself.

Source of Labor Supply in Defense Work

70% from the Huntsville vicinity & surrounding radius of from 50 to 70 miles.
10% from other cities & towns in Alabama
20% from other states.

Recreation

1. Despite an excellent county wide W.P.A. Recreation Program there is still a need for urban recreation centers.

2. Trailer camps - W.P.A. secured one trailer at the U. S. Gov. camp and has a story hour for the small children. It has been suggested that nutrition clinics and health centers be set up in the camps themselves as few of the women in the camp have transportation facilities since their husbands use their automobiles driving back and forth to the Arsenal. (The camp is about 1 mile from the bus line?) Planning is hampered because of the little disposition of the public to give anything free to people who earn from $50 to $100 per week.

3. A Soldier's Center sponsored by the local Inter-Club Defense Committee and supervised by W.P.A. Soldiers come from Camp Forrest, in Tullahoma, Tenn. The Public Welfare Dept. suggested that the Soldiers Center be opened to new people on certain days and nights as the number of soldiers who come to town has decreased considerably. It was felt that in this way those persons from Trailer camps and those crowded into small living quarters would feel free to call one place in Huntsville open to defense workers. To date no action has been taken in regard to this suggestion.

Since this report was begun, a woman's Social Club has been formed at the F.S.A. Trailer Camp. The first meeting was held in a recreational room belonging to the Merrimack Textile mill. A talk was given by a local resident on present conditions and what women could do to help solve some of the problems. Entertainment was rendered by Huntsville people. The club will meet once a month. It is under the supervision of the W.P.A. Recreational Director.

The Church of Visitation allowed W.P.A. to use room in church for recreational purposes for trailer occupants located in close proximity to church.

Care of Children

1. Increase in Juvenile delinquency - mostly in congested West Huntsville area where both parents of many children are employed. 40% of the personnel of **three** local mills consists of women.

2. There have been major and minor violations of the Child Labor Law.

Civic Clubs

Kiwanis, Rotary, Lions, Pilot, Civitan, Acme, Exchange, Business and Professional Women's Clubs, Jr. Welfare League, Junior Chamber of Commerce. They formed Inter-Club Defense Committee and sponsored Soldiers Center.

January 16, 1951

Summary of Community Reports

Talladega, Childersburg, and Sylacauga Area

The two government installations - Coosa River Ordnance which sewed and filled powder bags, the Alabama Ordnance Works which manufactured smokeless powder were located in this area.

Characteristics of surrounding rural area

The rural area consists of small farms operated by land owners or by sharecroppers. The chief products have been cotton and corn; but because of a large order for peanut oil received by this section of the country, the peanut industry will take predominance in the fall. Many women will be needed to shake the peanuts from the vines. The defense plants have caused a serious drain on farm labor, however, and complaints were heard that numbers of the farms have not been touched with a plough. Farmers and their wives have accepted defense jobs because it is the first opportunity ever offered them to earn cash income. But agriculture is absolutely essential to the future of this area as well as to the defense program; and some provision must be made to secure the necessary farm hands.

Comments concerning outlying area (beyond commuting distance)

The entire southern region which includes the states of South Carolina, Georgia, Tennessee, Florida, Alabama, and Mississippi is concentrating on defense production. The office of Defense Health and Welfare for this region handles more defense areas than any other office in the country. In addition, a large number of troop cantonments are found here.

Agency coordinating facilities needed for influx of defense workers

At the order of the Governor of Alabama, a State Defense Council, composed of the department heads in the State government, was set up. In addition, each county has its own council which clears through the larger State council. The chairman of the Talladega County Defense Council, gave the following as names of committees organized under his supervision:

1. Civil Defense
2. Health
3. Welfare
4. Industry
5. Labor
6. Agricultural Production
7. Education & Human Relations
8. Housing
9. Consumers

The mayor of each town serves as the coordinator between his town and the county council.

Housing

Practically every person interviewed in the area including plant officials, government employees and local citizens agreed that more adequate housing facilities are the great need of this area. The housing problem is of course directly related to transportation. A trip around Childersburg, a town of 515 according to the last census, and which now must have at least several thousand inhabitants, shows that many people are living in very attractive wooden "bunk houses", in trailers, and in tents. The Alabama Ordnance Works which is near Childersburg has girls employed only in the offices. Probably the majority of these girls are commuting from Birmingham which means a trip of at least one and a half hours each way. Some of the girls are living in Sylacauga but very few in Childersburg.

Child Care

In this situation where farm women are working in the plants, the care of their children presents a peculiar problem; it was not felt that additional nursery schools in the towns would help because the rural mothers would have no way of getting the children to and from the schools.

Labor Supply

Women are needed for the service trades and for the farm crops, and additional numbers will be employed by the plants.

Recreation

The use of the recreation facilities is undoubtedly limited by the fact that many women working in the plant live on surrounding farms, and commute. As more women are imported, and if they find housing accommodations in the communities this situation will change.

Transportation facilities

Existing - There is regular bus service between the three towns of Talladega, Childersburg, and Sylacauga. As for transportation directly to the defense plants, the majority of the employees at the Alabama Ordnance Works commute from Birmingham and Sylacauga. There are three shuttle trains running from Birmingham which bring the men workers, but practically none of the girls have to ride these. They come mostly on buses which have been chartered by about 30 people. Many, of course, come in private cars.

The situation with regard to the Coosa River Ordnance plant, is somewhat different. In addition to a bus line which operates on a regular schedule from Talladega to the plant, there is also available taxi service; but the majority of the women employed do not come directly from Talladega. The commute from their homes widely scattered over the surrounding rural area. From Lineville, Ashland, and Anniston, there are buses which transport these girls to and from the plant at the change of shifts. A general idea of the cost of such

Transportation facilities (Cont'd.)

transportation is given by the fare to and from Ashland which is 35 cents one way, 65 cents round trip, and 10% off if a ticket for 6 days is bought. At present, however, most of the girls are coming in private cars.

Additional Needs - According to local people and plant officials interviewed, the restriction on buying tires for private automobiles is likely to cause a more serious problem in this defense area than in others. The majority of the workers at the Coosa River Ordnance Plant come in private cars. Furthermore, their homes are so widely scattered in rural communities and they commute from such long distances that it would be almost impossible to have adequate bus or train service to all these places. Even if such service could be provided to a number of the small towns, there would still be the question of how to get the workers, especially women, from these towns to their own farms. More housing near the plant would not solve the problem because these rural people had rather give up their defense jobs than have to move into town. Officials at the Coosa River Plant said this plant is situated in such an unusual locality that they believe the tire rationing committee will have to give special consideration to the workers' requests for tires and let them buy them. They agreed, however, that such a policy would have to be handled very carefully.

Janua[illegible] 15, 1951

GENERAL NOTES

BIRMINGHAM, ALABAMA area

It appeared that women were not being utilized as extensively in Birmingham as in many other areas. This is probably due primarily to the fact that there has not as yet been a great labor shortage. However, after several weeks had been spent visiting firms and looking over file material of the U. S. E. S. and the State W. P. B., U. S. E. S. representative said that women are really being used to a greater extent in Birmingham than many people realize. Quite a number of firms seem to have taken on small groups of women which they were not employing before the war.

Of the firms visited, the Bechtel-McCone-Parsons Corporation, an Aircraft Modification Center, is the largest employer of women. (2234 women employed in this area 11/43)

The Rheem Manufacturing Company appeared to have been one of the most successful plants in utilizing women, and the management was well pleased with the women's work. (In 11/43, manufacturing of 105 mm shells, 148 women employed) Since this company is beginning work on a new contract for Aircraft parts, it offers one of the best opportunities in Birmingham for the future employment of women.

The Stockham Company, (141 women, 11/43) on the other hand, did not seem particularly well pleased with the work of women who have been employed as inspectors of 75-mm shells. This seems particularly unfortunate, since the company has put in very elaborate Rest Room and Wash Room facilities for these women. The U. S. E. S. representative felt that reports from that reports from this company have hampered the efforts of Government officials to get other large companies in Birmingham to try women.

The work which the women are doing at Stockham is not particularly difficult, but, as the firm schedule indicates, several factors may well have contributed to the alleged inefficiency of some of the women workers. Follow-up visits to this plant by W. M. C. representatives would be advisable. (This company has used some negro women as core makers for many years.)

The Personnel Director of the Birmingham Paper Company (182 women) expressed an interest in improvement in factory working conditions and seemed interested in receiving further suggestions concerning effective utilization of labor.

The Alabama Metal Lath Company (121 women) is having great difficulty with turn-over. As indicated on the firm report, this company has some jobs which are very fatiguing and has been working the seven-day per week schedule. Wage rates also seem to be lower than in a good many of the war industries.

The Alabama Ordnance Works, (500 women) at Childersburg, is employing only a relatively small number of women on production, but it seems to have been very successful with them. In this plant the absentee rate for women in lower than that for men.

A visit was also made to the Connors Steel Company, 14 office women at time of visit, plan to hire 33 women M. O.), which had received a new contract for bombs. The company is planning to use some women on this work. Personnel Director seemed to have given considerable thought to plans which need to be worked out before women are hired. He recognized that careful planning ahead of time would be likely to avert difficulties which might otherwise occur.

Women are being used, of course, in some other plants which were not visited. The Wallace Neon Display Company has been using women to help make bomb parts and other material for the Chemical Warfare Service. The Southern Line Material Company has also been using women, and women are being used, of course, in some plants making parachutes or clothing for the Army.

The Assistant Industrial Relations Manager, Tennessee Coal & Iron Company, was interviewed briefly. While there has been some expansion of women's employment during the war, it seems evident that women are not being used as extensively as they are in some steel plants in other parts of the country. Women have been used as tin plate assorters ever since the Tin Plant Mill was constructed about 1937. Recently women, college graduates, who had majored in Home Economics were taken on in the Chemical Laboratory. This was done because of the shortage of men.

Reports were received that a few companies are employing negro women, but none of these firms were visited.

The Birmingham Stove and Range Company is said to be using some negro women on assembling operations on stoves and on the "grinding of castings." The Hightower Box and Tank Company is also reported to be employing negro women to make wooden boxes.

While some people seem to feel that there is a shortage of young and well qualified women workers, most people interviewed seemed to feel that women are available to take all of the jobs which are likely to be opened to them in Birmingham in the near future; however, there has been difficulty in recruiting women to take jobs outside of Birmingham. A representative of the Civil Service Office at Brookley Field, Mobile, was attempting to recruit workers for the Air Repair Depot connected with Brookley Field. Persons hired were to be trained at the Alabama School of Trades, Gadsden, Ala.

A representative of the Alabama Dry Dock and Shipbuilding Company in Mobile, had spent several weeks in Birmingham recruiting workers for the yard. She did not state how many women she had hired, but indicated that the number was rather small. She said that she could have hired a good many girls 18 and 19 years old but that the company had adopted a policy of not recruiting women under 21 to come to Mobile from other areas.

The Alabama Dry Dock Company is interested in having some welders trained. There are some machine shops available in the schools and there is also machine shop equipment which was formerly used by the N. Y. A. Training officials were discussing the possibilities of supplying training to the Rheem Manufacturing Company and the Connors Steel Company,

The Vocational Education Department in Birmingham has a good many training facilities available which are not being used to capacity. However, it was later reported that the Bechtel-McCone-Parsons Corporation had told the Employment Service to stop recruiting new trainees.

Dir

Miss Bloodworth

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REVISED
EMPLOYMENT STABILIZATION PROGRAM
FOR
BIRMINGHAM AREA IN ALABAMA, REGION VII

The following program, promulgated after discussion with the Birmingham Area Labor-Management Committee of the War Manpower Commission, is effective throughout the Birmingham Area in Alabama, of the War Manpower Commission, on the date hereinafter shown, in accordance with Regulation No. 7 issued by the Chairman of the War Manpower Commission under the authority of Executive Orders 9279 and 9139 of the President of the United States, and War Manpower Commission, Regulation No. 4 as amended effective August 16, 1943.

I. Purpose.

The purpose of this program shall be to eliminate wasteful labor turnover, reduce unnecessary migration by encouraging the full use of local labor, to direct workers who have skills which are scarce to employers engaged in essential war production in preference to other employers, and to obtain the maximum utilization of the available manpower resources.

II. Coverage.

This program shall cover all employers, and workers (except as specifically exempted by Section X hereof) in the counties of Jefferson, Marion, Winston, Lamar, Fayette, Chilton, Walker, Pickens, Tuscaloosa, Bibb, and Shelby. The duties and obligations of this program shall be applicable to employers and workers of the executive departments and agencies of the Federal Government in the same manner and to the same extent as to all other subject employers and workers, except in regard to transfers between agencies and departments in the executive branch of the Federal Government.

III. Definitions.

As used in this employment stabilization program:

(1) Agriculture means those farm activities carried on by farm owners or tenants on farms in connection with the cultivation of the soil, the harvesting of crops, or the raising, feeding, or management of livestock, bees and poultry, and shall not include any packing, canning, processing, transportation or marketing of articles produced on farms unless performed or carried on as an incident to ordinary farming operations as distinguished from manufacturing or commercial operations.

(2) State includes Alaska, Hawaii, and the District of Columbia.

(3) New employee means any individual who has not been in the employment of the hiring employer at any time during the preceding 30-day period. For the purpose of this definition, employment of less than seven days' duration and employment which is supplemental to the employee's principal work shall be disregarded.

(4) Critical occupation means any occupation designated as a critical occupation by the Chairman of the War Manpower Commission. The list of critical occupations is attached to this program as Exhibit A.

(5) Regional shortage occupation means any occupation other than those contained in the list of critical occupations in which manpower shortages threaten critically needed production within this region. The list of regional shortage occupations designated by the Regional Director is attached to this program as Exhibit B. Such list will be subject to periodic revisions by the Regional Director.

(6) Essential activity means any activity included in the War Manpower Commission List of Essential Activities.

(7) Regional shortage activity means those activities on the essential list or an activity which has been declared locally needed by the Regional Director in which manpower shortages specifically threaten critically needed production in Region VII. The list of regional shortage activities designated by the Regional Director is attached to this program as Exhibit C. Such list will be subject to periodic revision by the Regional Director.

(8) Locally needed activity means any activity approved by the Regional Manpower Director as a locally needed activity.

(9) Shortage area means any geographical area in this Region which has been specifically designated by the Regional Director as being an area in which labor shortages or labor turnover are impeding war production and which appears in the list of communities contained in Exhibit D hereof, or in any periodic revision of such schedule.

(10) The terms employment and work as applied to an individual engaged in principal and supplementary employment mean his principal employment.

(11) Birmingham Area means the following counties in Alabama: Jefferson, Marion, Winston, Lamar, Fayette, Chilton, Walker, Pickens, Tuscaloosa, Bibb, and Shelby.

IV. Hiring Practices.

All hiring and solicitation of workers in, or for work in, this area shall be conducted in accordance with this Employment Stabilization Program.

a. A new employee, who at any time during the preceding 60-day period was engaged in an essential or locally needed activity, may be hired only if such hiring would aid in the effective prosecution of the war. Such hiring shall be deemed to aid in the effective prosecution of the war only if:

(1) Such individual is hired for work in an essential or locally needed activity or for work to which he has been referred by the United States Employment Service, and

(2) Such individual presents a Statement of Availability from his last employment in an essential or locally needed activity, or is referred by the United States Employment Service of the War Manpower Commission, or is hired with its consent as provided herein.

b. An applicant for employment shall not be hired by an employer unless the applicant presents to the prospective employer a Statement of Availability or an official referral card of the United States Employment Service, except as specifically provided in sub-sections (c) and (d) hereof.

Each employer upon hiring a worker from an essential or locally needed activity as defined herein shall retain and file the workers' Statement of Availability or the official referral cards of the United States Employment Service, and shall make such records and files available for inspection on request of the United States Employment Service of the War Manpower Commission.

c. If an applicant for employment falls within any of the following categories, it shall be the duty of the employer to decline to employ said worker except upon presentation of an official referral card from the United States Employment Service, viz.:

(1) A worker who is to be hired for work in a critical occupation, or who has been most recently employed in one of the critical occupations as specified in the list attached hereto as Exhibit A.

(2) A worker who has been most recently employed in a regional shortage occupation or in a regional shortage activity as specified in the lists attached hereto as Exhibits B and C, respectively.

(3) A worker who has been most recently employed in a shortage area as set out in the list of communities attached hereto as Exhibit D.

(4) A worker whose last regular employment was in agriculture and is to be hired for non-agricultural work, provided that no such individual shall be referred to non-agricultural work except after consultation with a designated representative of the War Food Administration, and provided that such an individual may be hired for non-agricultural work for a period not to exceed six weeks without referral or presentation of a Statement of Availability.

(5) A worker who has not lived or worked in the Birmingham Area throughout the preceding 30 days.

d. Each employer shall require every prospective new employee who fails to present either a Statement of Availability or a referral from the United States Employment Service to fill out before actually being hired a Record of Tentative Hire (Form B attached hereto). If upon examination of the Form B, it appears that the worker has not been employed during the past 60 days in an essential industry or locally needed activity and does not fall within the terms of Section IV (c) 1, 2, 3, or 4, he may be hired upon a tentative basis. The employer shall maintain in his files the completed Form B, together with such separation notice, release, or other evidence of termination that the employee may have in his possession. Such separation notices and Forms B shall be subject to inspection by representatives of the United States Employment Service of the War Manpower Commission.

If it appears that a tentative hire has been made contrary to the provisions of this section, the employer shall be notified in writing. Upon receipt of such a notice, it shall be the duty of the employer to immediately separate from employment the individual concerned and to direct him to the local office of the United States Employment Service. A failure on the part of the employer to comply with the notice to terminate shall be deemed to be an action contrary to the provisions of this program.

V. Separation Practices.

a. Every employer in this region shall give to each employee discharged or released by him a Statement of Availability, Form A attached, (or a Restricted Statement of Availability, Form A-1 attached, in the circumstances outlined in sub-section (c) hereof.)

b. An individual whose last employment is or was in an essential or locally needed activity shall receive a Statement of Availability from his employer if:

(1) He has been discharged, or his employment has been otherwise terminated by his employer, or

(2) He has been laid off for an indefinite period, or for a period of seven days or more, or

(3) Continuance in his employment would involve undue personal hardship. The following factors, among others, may be taken into account in the determination of whether the worker would be subjected to undue personal hardship:

A. The health and physical capacity of the individual or the health of his immediate family;

B. The family circumstances, and other relevant personal circumstances of the individual;

C. The housing and community facilities, including commuting facilities, available to the individual.

(4) Such employment is or was at a wage or salary or under working conditions below standards established by State or Federal law or regulations, or

(5) Such employment is or was at a wage or salary below a level established or approved by the National War Labor Board (or other agency authorized to adjust wages or approve adjustments thereof) as warranting adjustment, and the employer has failed to adjust the wage in accordance with such level or to apply to the appropriate agency for such adjustment or approval thereof.

(6) If the worker desires to transfer from an activity not classified as essential or locally needed to an activity which is so classified, or from a non-deferrable occupation.

c. If an individual is otherwise entitled to receive a release from employment, but falls within any of the categories listed below, the employer shall issue him a Restricted Statement of Availability, viz.:

(1) A worker who has been most recently employed in a critical occupation, or

(2) A worker who has been most recently employed in a regional shortage occupation or in a regional shortage activity, or

(3) A worker who has been most recently employed in a shortage area.

At the time of the issuance of a Restricted Statement of Availability, the worker shall be advised that he is not eligible for new employment except on a referral by the United States Employment Service and he shall be directed to take the Restricted Statement of Availability to the local office of the United States Employment Service serving the area in which the last place of employment is located.

d. It shall be the duty of the employer to act upon requests by his employees for Statements of Availability or Restricted Statements of Availability within three days. In the event that the employer fails within the time specified to grant such a statement, the worker may request the local office of the United States Employment Service to review the facts and make a determination as to whether or not he shall be entitled to a Statement of Availability. The United States Employment Service shall promptly issue such statement upon a finding that the worker is entitled thereto. A worker may be requested to remain at his present employment pending review of his request for a Statement of Availability.

VI. Referral in Case of Under-Utilization.

If an individual is employed at less than full time or at a job which does not utilize his highest recognized skill for which there is a need in the war effort, the United States Employment Service may, upon his request, refer him to other available employment in which it finds that the individual will be more fully utilized in the war effort.

VII. Solicitation of Workers.

No employer shall advertise or otherwise solicit for the purpose of hiring any individual except in accordance with the provisions of the War Manpower Commission stabilization program in effect at the place of advertising or solicitation and at the place of hiring.

VIII. Hiring.

The decision to hire or refer a worker shall be based on qualifications essential for performance of or suitability for the job, and shall be made without discrimination as to race, color, creed, sex, national origin, or except as required by law, citizenship.

IX. Hiring or Leaving Contrary to the Program.

a. Any employer upon written request of the Manager of the local office of the United States Employment Service serving the territory in which his business is located shall release from employment:

(1) Any worker whom it has hired contrary to the provisions of this program;

(2) Any worker whom it has hired, upon referral of such worker by the United States Employment Service, if such referral was made as a result of misrepresentation by such worker as to his previous employment and if such referral would not have been made except for such misrepresentation;

(3) Any worker whom it has hired upon referral of such worker by the United States Employment Service, if it is determined upon appeal that such referral should not have been made.

b. When a worker is so released or when a worker has left employment in an essential or locally needed activity under circumstances which are not good grounds for issuance of a Statement of Availability as provided herein, the United States Employment Service shall advise the worker, if he applies to it for a Statement of Availability, that he has violated the principles of this program and shall request him to return to his most recent employer engaged in an essential or locally needed activity, provided that such most recent employer agrees to re-employ such worker in his former position, without prejudice to any right or privileges previously enjoyed by him. In the event that the most recent employer in an essential or locally needed activity does not agree to re-employ such worker without prejudice as herein provided, then the United States Employment Service shall issue a Statement of Availability to the worker. If the worker returns to his most recent employer, pursuant to this sub-paragraph and if such most recent employer discriminates against such worker in any way because of his having left his employ, such worker shall, upon his request, be given a Statement of Availability by the Employment Service.

X. Exclusions.

No provision in this employment stabilization program shall be applicable to:

(1) The hiring of a new employee for agricultural employment;

(2) The hiring of a new employee for work of less than seven days' duration, or for work which is supplementary to the employee's principal work; but such work shall not constitute the individual's "last employment" for the purpose of the program, unless the employee is customarily engaged in work of less than seven days' duration;

(3) The hiring of an employee in any Territory or possession of the United States, except Alaska and Hawaii;

(4) The hiring by a foreign, State, county, or municipal government, or their political subdivision or their agencies and instrumentalities, or to the hiring of any of their employees, unless such foreign, State, county, or municipal government or political subdivision or agency or instrumentality has indicated its willingness to conform, to the maximum extent practicable under the Constitution and laws applicable to it, with the program;

(5) The hiring of a new employee for domestic service, or to the hiring of a new employee whose last regular employment was in domestic service;

(6) The hiring of a school teacher for vacation employment or the rehiring of a school teacher for teaching at the termination of the vacation period.

XI. General Referral Policies.

No provision in this program shall limit the authority of the United States Employment Service to make referrals in accordance with approved policies and instructions of the War Manpower Commission.

XII. Appeals.

Any employer or employee to whom a determination under this program applies may appeal from any act or failure to act on the part of the War Manpower Commission under the Employment Stabilization Program, including the granting or denial of a Statement of Availability, Restricted Statement of Availability or a referral, to the Manager of the local office of the United States Employment Service for review of such decision and may within five days appeal from the determination of such Manager to the Area Manpower Director and the Area Labor-Management Committee, for a review of such decision. A further appeal may be taken from the decision of the Area Manpower Director and Committee to the Regional Labor-Management Committee of the War Manpower Commission. The local United States Employment Service Manager shall advise any person affected by such a determination of his right to appeal, and the procedures therefor. All appeals hereunder shall be in accordance with Regulation No. 5 of the War Manpower Commission.

XIII. Representation.

Nothing contained in this program shall be construed to restrict any individual from seeking the advice and aid of, or from being represented by, the labor organization of which he is a member or any other representative freely chosen by him, at any step in the operation of the program.

XIV. Non-Conformity with the Program.

If the Area Director of the War Manpower Commission determines that an employer is not conforming to this program, he shall notify the employer in writing of such determination and of the employer's opportunity to appeal in accordance with Section XII hereof. In the absence of such an appeal or upon final decision after appeal, affirming the determination of the Area Director, so long as the employer fails to conform hereto, the United States Employment Service shall issue Statements of Availability to any of his workers, regardless of whether or not such worker would be otherwise entitled thereto. The Area Director of the War Manpower Commission shall certify continued non-compliance on the part of an employer to the Regional Director of the War Manpower Commission for such additional action as may be deemed necessary and appropriate.

Subject to the same provisions covering notice and appeal, as provided in the preceding paragraph, a worker who is not conforming to the provisions of this program may be denied referral for a period not in excess of 60 days or for such time as the worker refuses to conform, whichever period is the lesser.

XV. Adaptation of Procedures.

It shall be the duty of the Area Director of the War Manpower Commission or local Managers of the United States Employment Service to work out adaptations, consistent with the provision of this program, of the procedures provided herein to meet situations arising in communities where there is no local War Manpower Commission or United States Employment Service office; and in situations where there are collective bargaining agreements which provide for the referral of workers to the employer solely through a Union office.

This plan shall be effective November 1, 1943.

James A. Downey, Jr., Area Director
War Manpower Commission

Approved: Dillard B. Lasseter
Regional Director, WMC

EXHIBIT A

LIST OF CRITICAL OCCUPATIONS

Part I--Production and Services Occupations

Aircraft-Engine Mechanic, All Around
Aircraft-Engine Tester, All Around
Aircraft-Instrument Mechanic
Aircraft Mechanic, All Around
Airplane Navigator
Airplane Pilot, Commercial
Airplane Mechanic, All Around
Ballistician
Bessemer Converter Blower
Blacksmith, All Around
Blast Furnace Blower
Blaster, Mining
Boatbuilder, Steel or Wood, All Around
Boilermaker, All Around
Boring-Mill Operator, All Around
Bricklayer, Refractory Brick
Cabinetmaker, All Around
Cable Splicer, Telephone, Telegraph or Submarine Cable
Cable Transmitter and Receiver
Cam-Lay-Out Man
Car Inspector, Railroad Transportation
Catalytic-Converter Engineer, Synthetic Rubber
Cementer, Oil Well
Chainmaker, All Around
Chamberman, Acid
Coke Burner
Computer, Electric, Seismic, or Gravity
Conductor, Railroad Transportation
Converter Operator, Nonferrous Smelting & Refining
Continuous-Still Engineer, Synthetic Rubber
Coppersmith, Marine, All Around
Coremaker, All Around
Cutting Machine Runner, Mining
Diamond Driller, Mining
Die Maker, All Around
Die Setter
Die Sinker
Diesel Mechanic, All Around
Dispatcher, Radio Communications, Telegraph, or Submarine Cable
Diver
Driller, Fine Diamond Dies
Driller, Oil Well, Cable or Rotary
Electrical Tester, Power Equipment
Electrician, Installation and Maintenance, All Around
Electrician, Aircraft, Marine, Power House, or Submarine Cable, All Around
Engineer, Chief, First, Second, or Third Assistant, Ship
Engineer, Locomotive, Railroad Transportation
Engineer, Turbine or Diesel
Engineering Draftsman, Design
Finisher, Fine Diamond Dies
First Helper, Open Hearth or Electric Furnace
Flight Dispatcher

Foreman

Included under this designation are only those individuals who are (1) utilizing in their supervisory jobs the knowledge and skills of one or more of the occupations included in the List of Critical Occupations, and (2) those who supervise directly or through subordinate foremen and supervisors production, technical, or scientific work in essential activities, although the occupations of the workers supervised may not be listed. The second category includes only individuals who must be in jobs requiring an extensive knowledge of the production, technical, or scientific work they are supervising, the exercise of independent judgment and responsibility for the products made or services rendered, and a training period of two or more years. In some plants, the supervisory personnel may be designated by other than supervisory titles, and where they meet the requirements outlined above they are included.

Form Builder, Aircraft
Glass Blower, Scientific Laboratory Apparatus
Heat Treater, All Around
Heater, Steel Mill, All Around
Hoisting Engineer, Mining
Inspector

Included under this designation are only those workers who are qualified to perform in one or more of the critical occupations appearing in this list, and who utilize the knowledge and skill of such occupations in inspecting work in order to insure uniformity and accuracy of products or services.

Installer, Telephone or Telegraph Equipment
Instructor

Included under this designation are only those workers who are qualified to perform in one or more of the critical occupations listed and because of their aptitude and experience have been assigned as instructors in training programs either in plant or vocational.

Instrument Maker and Repairer, Electrical, Mechanical, or Scientific
Jewel Bearing Maker, All Around
Jointer, Submarine Cable
Lay-Out Man, Boilermaking, Foundry, Machinery, or Shipbuilding
Lead Burner, All Around
Lineman, Telephone, Telegraph, or Power, All Around
Load Dispatcher, Power or Gas
Locomotive Engine Repairman
Loftsman, Aircraft or Shipbuilding
Loom Fixer
Machine Driller, Mining
Machine, Tool-Set-Up Man
Machinist, All Around
Machinists, Marine, All Around
Mate, First, Second, or Third
Mechanician, Communications Equipment

This title includes individuals who maintain and repair telephone and telegraph equipment and circuits; technical broadcast equipment; radio-telephone and radio-telegraph equipment; or submarine cable apparatus.

Miller, Grain Products, All Around
Millwright
Miner, Underground, All Around

Included under this title are only those individuals whose job assignment requires them to perform the duties involved in driving underground openings including drilling, blasting, timbering. Due to standardizations of mining methods these functions may be performed by separate individuals whose occupational titles also appear in this list because the jobs meet the criterion of critical occupations. Since the term "Miner" is generally used in the industry to identify underground workers, it should be clearly understood that it does not cover such workers as muckers, trammers, and helpers.

Molder, Bench or Floor, All Around
Model Maker, All Around
Observer, Seismic
Oil Well Gun Perforator
Oil Well Treater, Acidising
Optical Mechanic, All Around
Paper Making, Machine Engineer
Patternmaker, Metal or Wood
Pipe Fitter, Marine
Powershovel Engineer, Mining
Precision Lens Grinder, All Around
Pulpit Operator, Steel Mill
Pumper, Refinery, in Charge
Purification Engineer, Synthetic Rubber
Radio Communications Technician
Radio Telegrapher
Radiophoto Technician
Reactor Engineer, Synthetic Rubber
Receiver Tester, Radio or Radar
Refrigerator Equipment Repairman, Gas or Electric, All Around
Refrigerator Engineer
Sheetmetal Worker, Marine, All Around
Shipfitter, All Around
Shipwright, All Around
Ship Rigger, All Around
Ship Captain
Ship Pilot
Signal Maintainer
Still Operator, Chemical, All Around
Stillman, Petroleum Processing
Supervisor, See Foreman
Switchboard Operator, Power
Tanner, All Around
Testing and Regulating Technician, Telephone or Telegraph
Timberman, Mining, All Around
Tool Designer
Tool Maker
Train Dispatcher
Transmission Engineer
Tugboat Captain
Tugboat Engineer
Wood Seasoner, Kiln
X-Ray Equipment Serviceman

PART II--PROFESSIONAL AND SCIENTIFIC OCCUPATIONS*

Accountant
    Included under this title are Certified Public Accountants and those who have comparable training, experience, or responsibilities.
Agronomist
Anatomist
Architect, Naval
Astronomer
Bacteriologist
Chemist
Engineer, Professional or Technical
    This title covers persons who are actually engaged as engineers in the operating, research, or teaching phases of these professions, who are qualified either by having met the educational requirements or because of long experience. In addition, this title is intended to include these individuals who may specialize in certain phases of the professions listed below, such as Mechanical Engineers who specialize in the automotive, heating, or refrigerating engineering field but whose special designations have not been mentioned:

Aeronautical
Agricultural
Ceramic
Chemical
Civil
Communications
Electrical
Marine
Mechanical
Metallurgical
Mining
Petroleum
Radio
Safety

Entomologist
Forester
Geologist
Geophysicist
Horticulturist
Mathematician (including Cryptanalyst)
Metallurgist
Meteorologist
Nomatologist
Oceanographer
Parasitologist
Pathologist, Medical
Pharmacologist
Physicist
Physiologist, Medical
Plant Physiologist or Pathologist
Seismologist

---

*The titles appearing in this critical list of Professional, Technical, and Scientific Occupations are also intended to cover those persons who are engaged in full-time teaching of these professions. In addition, these titles are also intended to cover persons engaged in full-time inspecting duties which require the utilization of the knowledge of the critical occupations.

EXHIBIT B

LIST OF REGIONAL SHORTAGE OCCUPATIONS

No occupation has been so designated as of October 10, 1943.

EXHIBIT B-1

LIST OF AREA SHORTAGE OCCUPATIONS

No occupation has been so designated as of October 10, 1943.

EXHIBIT C

LIST OF REGIONAL SHORTAGE ACTIVITIES

No activity has been so designated as of October 10, 1943.

EXHIBIT C-1

LIST OF AREA SHORTAGE ACTIVITIES

No activity has been so designated as of October 10, 1943.

EXHIBIT D

List of Regional Shortage Areas as of October 15, 1943

Area	Counties Covered
Brunswick, Georgia, Area	Glynn County, Georgia
Charleston, South Carolina, Area	Charleston County, South Carolina
Columbus, Georgia, Area	Muscogee and Chattahoochee Counties, Georgia, and the City of Phoenix City, Alabama
Macon, Georgia, Area	Bibb and Houston Counties, Georgia
Mobile, Alabama, Area	Mobile County, Alabama
Panama City, Florida, Area	Bay and Gulf Counties, Florida
Pascagoula-Biloxi Area	George, Harrison, Jackson and Stone Counties, Mississippi
Pensacola, Florida, Area	Escambia and Santa Rosa Counties, Florida
Savannah, Georgia, Area	Chatham County, Georgia
Tampa, Florida, Area	Hillsborough and Pinellas Counties, Florida

United States Employment Service
of the
WAR MANPOWER COMMISSION

RECORD OF TENTATIVE HIRE

Date________________194__

Name____________________ S.S. No.____________________ Age___

Address____________________ Draft Status____________________

Last Employer____________________ Address____________________

Essential ( )

Type of Industry____________________ Non-essential ( ) Date of Separation____________________

My last Employment was as____________________ (occupation) For _____ years _____ months Wage Rate____________________

I was separated because____________________

____

I hereby certify that the information given is true to the best of my knowledge and belief. I further understand that I am liable to dismissal by my prospective employer and other penalties in the event of any misinformation by me.

Witness____________________ Applicant's Signature____________________

(over)

R-VII-Form B (10-43)

6-4654-bu-wp

This applicant has been hired as

(Occupation)____________________

At Wage Rate of____________________

USES	APPEAL	
Granted________________	Granted________________	Employer____________________
Denied ________________	Denied ________________	Address ____________________

STATEMENT OF AVAILABILITY

United States Employment Service
of the
WAR MANPOWER COMMISSION

This **STATEMENT OF AVAILABILITY** is issued to

____________________ (Name of Worker) ____________________ (Address) __________ (SS No.)

He last worked as ____________________ (Occupation) and he was last employed by the undersigned company

on ____________________ (Date).

Signed ____________________ (Employer's Name) ____________________ (Address)

By ____________________ (Authorized Official) ____________________ (Title)

Date of Issue ____________________

NOTICE TO EMPLOYER WHO HIRES THIS INDIVIDUAL

This STATEMENT OF AVAILABILITY should be picked up and retained in your files.

R-VII-Form ~~B~~ A (10-43) 6-4654-nobu-wp

RESTRICTED STATEMENT OF AVAILABILITY

United States Employment Service
of the
WAR MANPOWER COMMISSION

To the United States Employment Service at ______________________ (State)
(Office serving employer)

This RESTRICTED STATEMENT OF AVAILABILITY is issued for

______________________ ______________________ ______________
(Name of Worker) (Address) (SS No.)

He last worked as ______________________ and he was last employed by the undersigned company
(Occupation)

on ______________________.
(Date)

Signed ______________________ ______________________
(Employer's Name) (Address)

By ______________________ ______________________
(Authorized Official) (Title)

Date ______________________

NOTICE

TO EMPLOYERS - This RESTRICTED STATEMENT OF AVAILABILITY is not authority to hire this individual.

TO WORKERS - Take this RESTRICTED STATEMENT OF AVAILABILITY to the above office of the United States Employment Service.

R-VII-Form A-1 (10-43)

6-4654-nobu-wp

PART III. Women's Bureau World War II Individual Firm Surveys in Alabama

PART III.

FIRM INTERVIEW SCHEDULES
(Selected War Industry Plants Surveyed by Women's Bureau
Staff During World War II)

January 17, 1951

January 18, 1951

PLANTS IN ALABAMA VISITED BY WOMEN'S BUREAU AGENTS DURING WORLD WAR II

Date of visit	Name	Product	Location	Women	
				Number	Percent of all employees
I	**Plants from which selected items are summarized**				
	Ammunition				
12/43	* Alabama Ordnance Works	Smokeless powder	Childersburg	500	8
3/42	Coosa River Ordnance	Powder bags (bag making & loading	Talladega	1206	50
11/43	RheemsMfg. Company	105-mm shells. Beginning to make aircraft parts - such as cowling for motors, struts, oil tanks, etc.	Birmingham	148	24
	Aircraft & Repair				
11/43	Bechtel-McCone-Parsons Corp.	B-24 bombers	Birmingham	2234	38
3/43	Mobile Air Repair Depot (Brookley Field)	Airplane repair	Mobile	5888	34
	Shipbuilding & Repair				
2/43	Gulf Shipbuilding	Cargo ships, mine sweepers, destroyers	Chickasaw	1047	10
2/43	Alabama Dry Dock & Shipbldg.	Repair work	Mobile	1184	4
	Other				
3/43	Anniston Ordnance Depot	Primarily storage depot	Anniston	1449	21
II.	**Other plants scheduled but not summarized**				
3/42	Huntsville Arsenal	War chemicals	Huntsville	81	23
3/42	Redstone Ordnance Plant	30# bombs; 105 mm. shells	"	50	est. 25
11/43	Stockham Pipe Fittings	75 mm. shells	Birmingham	141	6
12/43	Alabama Metal Lath Co.	Belt link for cartridges	"	121	83
11/43	Birmingham Paper Co.	Paper prod. & ammunition containers	"	182	52
12/43	Connors Steel Co.	Rolling mill prod. & bomb cases	"	14 1/	4 1/

*First visited in 2/42 1/ (non prod.) Plan to hire max. of 39 women when on War Dept. contract (33 machine operators)

The Selected Subjects in the Eight Plants summarized are -

I Training, selection, industion
II Source of Labor Supply
III Jobs on which women were employed at time of visit

Outline used in plant surveys

The items summarized in this report are:

1. Training, selection, induction
2. Source of Labor Supply
3. Jobs on which women were employed at time of visit

Firm Outline-2500
War Industry Plant

44-B-283--1

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Date ____________________
Agent ____________________

1. Firm name and address.

2. Persons interviewed and positions.

3. Product
   (a) Prior to war
   (b) War product

4. Employment: (Where obtainable, secure detailed breakdown).

(a)

Present force	Total	Men	Women
Total			
Factory			
Office			
Others(explain)			

Factory - all factory workers, productive and non-productive. Non-productive includes maintenance, shipping, warehousing, power plant and plant clerical.

Other - - executive, managerial, technical, professional.

(b) Anticipated changes in total numbers and number or proportion of women.

5. Hours of work.

(a) Scheduled hours

	Plant		Office
	MEN	WOMEN	WOMEN
Daily			
Weekly			
Days per week			

(b) Shifts (1) Beg.________ End________ No. Men________ Women________
(2) Beg.________ End________ No. Men________ Women________
(3) Beg.________ End________ No. Men________ Women________

Notes on irregularities in hours and shifts.

(c) Practice regarding rotation of shifts.

(d) Overtime (time more than scheduled hours) - extent, jobs affected.

(e) Lunch period, by shifts.

(f) Rest periods - formal or informal, If formal, number and length of periods.

(g) Daily and weekly hours - discuss any changes in hours as from 3-8 to 2-9 hour shifts, reasons for change and effect on production, absenteeism.

6. Absenteeism by sex. Period covered, rate, reasons for absenteeism, methods of reducing. Does absenteeism include total absences, or are vacations, lay offs, and excused absences excluded?

7. Turn-over, by sex - see absenteeism. Also describe exit interviews.

8. Rates of pay.
   (a) Beginning minimum hourly rate (plant operative) for men and women - explain fully.
   (b) Prevailing rate for women (plant operative) - explain fully.

   (c) Beginning and prevailing rate for women office workers.

   (d) Shift differential.

9. Equal pay policy.

10. Wage systems. (Whenever available, rates of pay by sex and occupation, should be listed separately.)
    (a) Method or basis of pay - time, place, production bonus, etc.

    (b) Wage progression
        (1) Automatic
        (2) Merit systems
        (3) Job upgrading - describe fully, noting also variations by sex.

11. Labor supply - by sex
    (a) Source - area and nature
    (b) Adequacy
    (c) Methods of hiring and recruitment

12. Training
    (a) For new and inexperienced women workers

        (1) On the job only. Describe briefly.
        (2) Other. Describe fully.

    (b) Other training for women. J.I.T., J.R.T., E.S.M.D.W.T. (Job Instructor Training, Job Relations Training, Engineer, Science, Management War Training) 1/

13. Personnel policies and practices
    (a) Method of selection, induction, and orientation of new women employees.
    (b) Age. (If obtainable, secure age distribution by sex.)
        (1) Minimum and maximum, by sex.
        (2) Reasons for preferred age groups (women).
        (3) The older woman worker.
    (c) Working mothers with children under 16.
    (d) Pregnant women - job or shift transfers, time off, and other practices.
    (e) Race - non-white women.
    (f) Handicapped women employees.

1/ Sponsored by War Manpower Commission.

(g) Women in employee relations as shop counselors and personnel directors.
    (1) Background as to education, training and experience.
    (2) Functions and authority.

14. Medical facilities
    (a) Pre-employment examination. Describe and indicate use.
    (b) Medical facilities by shift.
    (c) Functions of the medical department.

15. Food services and facilities, by shifts, by race, by factory and office.

16. Work clothing requirements and practices of women.
    (a) Describe and note whether provided or sold by plant.
    (b) Compliance and enforcement of safety clothing standards.

17. Women's jobs
    (a) List of jobs.
    (b) Describe and comment fully on suitability of new or unfamiliar jobs and unusual circumstances surrounding old jobs.
    (c) Engineering and other plant changes made for more effective employment of women.
    (d) Job rotation to reduce monotony and fatigue and increase production.

18. Employee organization and affiliation.
    (a) Provisions affecting women's employment.
    (b) Women's participations and contribution to labor management committees.

19. Part time employment - number of women, type of worker, jobs, hours (begin and end), rate, comments on value of part time to offset labor shortage.

20. Home work - number of women employed. Comparison of plant and home work rates and kind of work.

21. Employee welfare - (plant policy).
    (a) Transportation
    (b) Child care
    (c) Housing
    (d) Other

22. Special strains, hazards, for women and accident severity and frequency rate for men and women.

23. Post-war plans in relation to women's employment.
    (a) For plant conversion

    (b) For worker transition

    (c) Indications as to job possibility for women

        (1) As to proportions to retain job.
        (2) As to chances for women to hold on to better paid job.

Note: Where women have been introduced into plants recently, observe carefully and describe adequacy of plant facilities - washing facilities, toilets, drinking facilities, cloak and change rooms, seating, rest rooms. This will be a separate section.

If report is typed, send into office one carbon with original.

Training, selection, induction

January 12, 1951

Ammunition plants

Alabama Ordnance (Gov. owned, operated by DuPont)

Training:

For new and inexperienced women workers --All training of new women was done within the plant by plant personnel. One man was put in charge of training and orienting the women when the first ones were hired and personnel director indicated that this man had had a good deal to do with the successful incorporation of women in the plant set-up.

At the time women were first hired, there were some empty buildings available with equipment the same as that in the buildings where powder cutting was being done. The women were trained first in these buildings and gradually began to handle powder. They also spent some time observing operations in the regular powder cutting buildings. Safety instruction was also given.

Women do attend the information meetings which are held frequently in different depts. and sections. Personnel director believes these meetings are very valuable and give workers a great deal of information which helps to improve their compliance with safety regulations and to give them increased interest in their jobs. (Information meetings usually held about every 2 weeks).

Selection, induction, etc.:

It was said that considerable care was exercised in choosing women for operations in the smokeless powder plant, and apparently company had rather a wide choice of applicants. However not very many specific qualifications were mentioned. Women must be at least 5 ft. 3 inches tall and must weigh from 120 to 175 pounds. They must be able to pass the physical examination. No specific educational requirements were set up, except that they must be able to read and write. However, as a matter of fact, it is believed that at least the first women were chosen rather carefully on the basis of individual interviews.

Coosa River Ordnance Plant

Training:

Six women hired prior to general hiring and sent to Picatinny for training in bag sewing. After these women returned a school set-up in a warehouse and women brought in in small groups. First few days spent in getting women used to electric

Ammunition Plants (continued)

machines. Plain sewing then done for 3 or 4 days, and these women tried on various bag making operations. Women were usually trained 2 or 3 weeks before they began making material powder bags. Company figures that by the end of second month most women "get up to" 50% or 60% of normal production and by the end of the third month to 75% of production standard. (However personnel director said "normal" production standards set by company are probably too high for most of the women employed since they have had practically no previous industrial experience. The standards were based on P Picatinny figures). Some of the women hired had never worked on a power sewing machine before.

A few women, with no previous experience have also been trained as cutters. No information as to how long a training period was required.

Some men were sent to Picatinny for training on the loading lines. These trained other men, using inert materials at first, such as corn and beans. Women have all been trained on one of company's own lines, using inert materials. Training period of 2 or 3 weeks on inert materials considered sufficient. If training period is longer, the workers lose interest.

Training schools for new workers now being carried on while plant in operation. 120 women now in night-training classes.

Rheem Manufacturing Company

Training:

New and inexperienced women workers have generally been trained on the job by the company itself. This was probably especially feasible when women were being trained on the specialized machinery used along the shell line.

However company is now beginning work in its aircraft division, and if large numbers of new workers are taken on at one time it ma may be very difficult to begin operations and train the new workers at the same time. Separate training facilities in plant did not appear to be available. Since pre-production courses in aircraft work are already being given in Birmingham d definite consideration might be given to the possibility of training some of the workers for Rheems through the war training program (It is understood that some negotiations have been, and are being, carried on with the management by trained officials).

Advanced training - Woman who does drafting took 2 ESMWT courses.

Selection:

From comments of personnel director the impression was gained that due to the fact that company was one of the first in the

Selection (continued)

area to begin using women on new factory operations, it had the choice of a large number of available women. Apparently young women with few home responsibilities were chosen in the main. They were trained on the job and as nearly as could be ascertained during a brief visit to the plant no particular difficulties were experienced in introducing women into the plant and no special induction or orientation program was necessary. It should be noted that women were used from the very beginning of operations in this plant so that there was not the problem of inducting women into a plant where no women had ever been employed before. Company generally selected women who had had at least 2 years of high school education.

Aircraft and **repair**

Bechtel-McCone Parsons

Training:

New and inexperienced women workers, as well as inexperienced men, generally take a training course prior to beginning actual production work in the plant. Some workers attend a privately operated school, the Birmingham Airplant School, which is reported to give~~n~~ training perdominately in sheet metal work. The company pays this school a fee for training the workers.

A good many of the new workers, however, are trained in a number of different types of work in pre-production courses operated under the war training program.

The company had a training building at the plant where induction and orientation lectures are given, and some special classes in inspection are also given from time to time. It was not clear whether these inspection classes are pre-production classes or supplementary classes which are given for a few hours a week to workers who are advancing to new jobs. However it seemed that these courses were of the latter type. Some women are included in the special courses for inspectors.

As new workers come to the production lines from the training courses they are given additional training as needed by leadmen, supervisors, foremen, etc.

Mobile Air Repair

Training:

A very extensive training program followed.

Workers are hired as mechanic learners and are paid while in training. One school is maintained at Brookley Field but others are "off reservetion." They are at Whitehaven, Tenn. (near Memphis); Gadsden and Tuscaloosa, Ala.; and Jacksonville, Fla. Also have had a training school at Tuskegee Institute to train negroes. Some negroes also trained at Brookley Field and according to one report all training of negroes is to be done there, in the future. Apparently, War Dept. pays trainees, and Vocational Education authorities have furnished some staff and equipment in some places. One training officer said War Dept. is going to reimburse Vocat. Educ. authorities for practically all expenses, however, in those schools where VEND assistance is given.

A great variety of courses available, including engine repair, instrument repair, electrical work, aircraft assembly and disassembly, sheet metal, welding, radiator and tank repair, machine shop, etc.

It was estimated there were about 2,400 trainees at time of visit, with about 600 of them in the Brookley Field school. Whitehaven, Tenn. is the largest school.

Some short refresher courses are also given for office workers.

Training programs emphasized were the preliminary ones, similar to pre-employment courses, but in-plant training is also available, perhaps.

Shipbuilding & Repair

Gulf-Shipbuilding

Training:

Women now generally required to take some type of vocational course · Machine shop, Welding, Electrical, etc. prior to employment. Length of courses varies.

About 200 women have been or are in Welder's training school operating from 3:30 to 12 midnight. Have been paid 75¢ while learning but will not be paid at that rate again. 2 or 3 weeks course. Some supplementary blueprint reading courses given in yard school.

Alabama Dry Dock & Shipbuilding Corp.

Training:

Training required in welding and sheet metal work. Company likes workers to have pre-employment training for electrical shop but has trained some in its own shop.

Class in"Unionwelt" maintenance (2½ hours 2 nights a week for 12 weeks) starting next week. Some women have signed up - Supplementary classes in blueprint reading (apparently under company sponsorship) will be set-up in towns 40 or 50 miles away if 10 people sign up, according to industrial relations director.
J.I.T. courses given in plant. Co. has a full-time training Directo

Ordnance Depot

Anniston Ordnance Depot

Training:

No regular system of pre-employment or preliminary training for the bulk of the new workers has as yet been developed. (It has been suggested that some program for the induction and training of new workers, many of whom are now inexperienced women, is desirable)

SOURCE OF LABOR SUPPLY

Alabama Ordnance

Most of the women plant workers come from the rural areas and the small towns, such as Childersburg, Sylacaugua, and Talladega within radius of 25 or 35 miles. However quite a number of workers also are said to commute from Birmingham and some of the women employed in the offices are believed to come from Birmingham.

Coosa River Ordnance

A survey prior to opening of this plant, Alabama Ordnance was made by Talladega Company Agriculture Land Use Planning Committee of the number of women in the adjoining counties available for work in these plants. About 6,000 women were intergsted and many workers were drawn from this group. Also farm women registered at the office the county agent and received by mail application forms from the company.

A good many professional, supervisory, & white collar workers believed to have come from beyond the commutting area. Most of production workers, particularly women, have come from the many very small towns and many small farms throughout an area of 25 or 30 miles from the plant. Some workers are known to be commuting from Anniston.

Rheem Manufacturing Co.

Most of women employees are said to come from Birmingham. They are not commuting long distances. (This co. was one of first in area to begin using women on new types of work and apparently had an opportunity to choose its women from a large supply.)

Bechtel-McCone Parsons

Persons interviewed reported that quite a good many men and women do not come from the city of Birmingham and its immediate environs but come from rural areas in Shelby County (an adjoining county to the one in which Birmingham is situated) and from fairly widely scattered towns. Some of the towns mentioned were Jasper, Leeds City, and even Talladega, which must be about 60 miles away. (However very few are probably coming from Talladega.)

Mobile Air Repair Depot

Local labor supply considered almost exhausted. Workers recruited from throughout 5th Civil Service District but come mostly from Ala., Ga., and Miss. Began using women about August 1942, a few experimentally before, and have increased numbers of women very rapidly. Many people trained in off-reservation schools (see section on training) and are then transferred to Mobile as needed. Brookley Field is using some handicapped workers.

SOURCE OF LABOR SUPPLY (cont'd)

Gulf Shipbuilding

Many women said to be relatives of men employees - "not local Mobile women." Yard has also began to line negro men comparatively recently. (apparently this was brought about in President's company on Fair Employment Practices according to local WMC officials)

Alabama Dry dock and Shipbuilding Co.

Labor has come from wide area - over a good deal of U. S. - according to prevailing stories in Mobile. Yard also employs quite a large number of negro men. - Began employing women 6 or 7 months ago - Industrial relations director said a good many workers still apply for work each day - "doesn't know where they come from."

Anniston Ordnance Depot

Most of the non-clerical workers are believed to be commuting from within a radius of 30 to 35 miles, from towns such as Anniston, Heflin, Pell City, and Lincoln, and from small farms widely scattered over the area. At least a few workers are said to be commuting each day from Birmingham which is approximately 65 miles away. A check through the first 25 cards of women workers on file in the personnel department of dept. CM showed that 18 of the women live in Anniston.

Office workers are reported to have come from a much wider area, "from as far as New York."

January 15, 1951

Jobs on which women were employed at time of visit

Alabama Ordnance

1. Rifle powder Cutting Machine Operators (majority of women are on this job)
2. Cannon Powder Cutting Machine Operators
3. Vertical Press Operators
4. Mechanic Helpers
5. Matrons

Description of jobs

1. and 2.

On these two jobs women feed the strings of powder which come from the graining presses into the cutting machines which chop the strings into the correct lengths. The two types of work are very similar, and are similar to jobs which women are performing in some other smokeless powder plants now and which they also did during the last war. The cannon powder is considerably larger than the rifle powder. The strans of cannon powder look much like macaroni.

3.

A few women were controlling operations of graining presses (or finishing presses). The powder is forced through holes under hydarulic pressure to form the strings of powder. The women do not handle the large pressed blocks of powder, resembling large blocks of cheese, which are put into these presses. It was estimated that these would weigh about 60 pounds, --at least they are too heavy for women. The women control the operation of the presses, operating levers, checking gauges, etc.

4.

Knife and Die Dept. --In making cannon powder seven tiny holes are made in the powder strand by the dies in graining press which contain 7 very tiny pins. In the making of rifle powder the dies in the graining press form only a single hole in the powder strand,--Several women are employed in the shop where dies for the presses are made or repaired All varieties of machine tools are found in this shop and undoubtedly much of the work is skilled. However the women are being used successfully on some of the work, which involves handling small parts. The service supt. was not familiar with the details of the work which the women do, but a couple of them were doing buffing and polishing operations at the time of the visit. The women use small bench drills, and apparently do a variety of bench work on small parts.

5\.
Job consists largely of patrolling through area where women work, making periodic checks to see whether women obeying the rules against carrying matches, etc. These women are part of the guard force but do no guarding at the gates and do not carry firearms.

Miscellaneous comments

At present women are not being used in any other capacities in the smokeless powder area - and not at all in the TNT plant. Both the men interviewed agreed that, in case of necessity, a good many more women could be used. Several other jobs in the earlier stages of the smokeless powder manufacturing process have been considered as possible jobs for women. Women could probably operate some of the levers, valves, etc., in the vertical press operations and probably could be used as attendants in some of the tub rooms. Probably more could be used as mechanics helpers in maintenance depts. and perhaps some could also be used as attendants and machine operators in the acid area. Women could also be used more extensively as guards, and as drivers and chauffeurs.

The powder cutting jobs on which women are employed did not appear to require any noticeable amount of weight lifting in this plant. The rifle powder is very fine so that a good deal finger dexterity is required to feet it into the cutting machines, and actually it seems likely that women would be more suited for this work then men. During the brief visit made in various rooms, the ether fumes, while noticeable, did not seem unpleasant or strong to agent, but undoubtedly these fumes would affect some individuals more than others. There are exhaust and ventilating systems under the presses and elsewhere in these rooms to draw off many of the fumes.

This plant was in the process of installing new equipment which makes it unnecesary for women to do any lifting of the full buckets of powder from the presses to the cutting machines. (In another plant it was reported that some women had experienced hand swelling on this job because the buckets of powder had to be carried frequently and had to be grasped around the top edges since handles could not be used). In some buildings the new equipment had already been installed. The buckets had been placed on a wooden platform with wheels, - (really a hand truck, almost square in shape) which could be pushed under a grainin press and out again when the buckets had been filled. Men pushed the trucks full of loaded buckets from the presses to the cutting machines and the women could begin feeding the strands of powder into the machines from the buckets loaded on the hand trucks. (Meanwhile another truck, full of empty buckets, is wheeled into place under each press from which a load of full buckets is taken). (In this particular plant, however, women did not seem to do much lifting of full buckets of powder, in any case).

January 15, 1951

Jobs on which women were employed at time of visit
(CONTINUED)

Coosa River Ordnance

1. Bag Making Dept.

2. Bag Loading

Description of jobs

1. Printing & Dyeing Cloth (about 20)

Women operate printing presses to print data on bags. Cutting (Women trained in plant). Sewing Machine Operators (222 machines - operating 2 shifts)

Trimming & counting

Inspecting

2. Bag Loading (Smokeless powder)

Weighting powder and loading bags.

Check weighing

Sewing shut loaded bags.

Lacing small bags together. Inspecting, etc.

No women being used as yet in black powder lines. However probably will be later. Heavier types of bags being "putteed" together by men.

January 16, 1951

Jobs on which women were employed at time of visit
(continued)

Rheems Manufacturing Company

148 women employed
97 factory - 85 in shell machining, 10 aircraft parts,
2 maids
51 office

Jobs along 105 mm. shell-machining line

Women operate several types of machines along this line. Several specialized machines for turning operations, (lathes in most instances.) At least two or three of the machines multi-tooled.

Operating machine to cut band seat.
Stamping machines
Threading nose of shell-machine job

Inspecting

Women performing a variety of inspection duties along the line-at various points of the operation. Most of these jobs involve inspection with gages. One woman operating a machine which checks several dimensions of the shells by means of electric lights, (different colored lights flash to denote whether or not each shell is satisfactory)

Screwing an adapter into nose of each shell (hand job) - Adapters are purchased from another factory.

Putting ring of silver solder between each adapter and shell and brazing the two parts together.

Changing tools on machines and making minor adjustments - Foreman called these women "set-up women," - and said that the job is very unusual for women in this area. However it appeared that the job is largely one of changing tools on the machines, since the regular machine operators do not do this for themselves.

Tool Room Workers --Several women employed to grind tools (&&&&&& &&&&(mainly dry grinding) and to braze carboloy tips on cutting tools.

In addition to plant jobs, it was reported that the company's "draftsman" is now a woman who has been on the job about a year. Personnel director said that he knew this woman had taken two special ESMT courses.

General notes

January 16, 1951

While the jobs on which women are employed are not especially unusual, the size of the shells which they are handling - the 105 mm. size - is perhaps unusual, at least for this immediate area. (At the Stockham Co., for example, women are being used less extensively on a line where 75 mm. shells are being made). There was no indication from the person interviewed that the work which the women are doing has been found too heavy for them- and he stressed that 35 out of the first 40 women hired are still with the company.

Women are not used on the machine operations at the beginning of the shell line where the rough forgings are considered too heavy for them. At the time of the first turning operation, each rough forging weighs about 26 pounds and a forging must be changed in the machine about every 50 seconds.

The first job which a woman does on the line is an inspection job which is done immediately after a turret lathe operation which is performed by a man. A recess for a fuze is made in the interior of the shell on this lathe and a woman then inspects the recess and the outer dimensions of the shell by means of gages. At the time of this machining operation it was said that each shell weighs about 19 or 20 pounds. A woman was operating a special lathe (with five tools) for a turning operation immediately after this inspection and so the shells which she handles would weigh about 20 pounds. As further machining operations are performed the weight of the shells is of course reduced somewhat, so that most of the women down the line would have lighter weights to handle. However there is a conveyor line from the beginning to the end of the shell line, so that women inspectors do not ordinarily have to life the shells, except perhaps for a very short distance in some cases, and the women who are loading and unloading machines do not have to lift the shells more than a short distance. Any major lifting operations along the line are done by men.

January 16, 1951

Bechtel-McCone

Women's Jobs

In addition to the usual types of office workers, matrons, and maids women were reported to be employed as follows:

Guards - 12 women - These guards patrol the bays, enforce the no smoking regulations, keep workers in line at the lunch stands, etc. They do not carry firearms.

Escorts and Receptionists - Check visitors, give out badges, etc., at the main gate and escort visitors.

Mail Girls - Distribute mail within buildings and also take mail around the plant area. Some ride "scooters."

Receiving clerks and stock clerks in warehouses.

Tool Crib Attendants - There is a tool crib in each of the ten main bays,-and probably there are a few others. (16 on day shift, 15 on 2nd, according to a recent issue of plant magazine)

Dispatchers in small stock rooms, who give out and check supplies, etc., in the bays.

Flight operations Building Workers - About 30 women working in a highly "restricted area - "Some of the women in this building said to be doing regular office work, others are plane dispatchers.

Radio Assemblers - Women do various types of light bench work assembling radio harness for the planes, - connect wires, do soldering, etc. Women sit down at benches while doing this work. Some older women employed.

Electrical Assemblers - Some 6 or 7 new electrical harnesses made for each plane. Women do great variety of small electrical assembly work. Some older women employed. Foreman stated that he is very well satisfied with the women workers. He said that most of the women have learned to do all of the jobs in the dept. (Women can also sit down at this job)

Upholstery Workers - Cutting and sewing operations. (Work not seen) According to plant magazine there is a woman supervisor in this dept.

Armament Dept. Workers - A few women employed in the dept. where the guns removed from the planes when they enter the plant are checked, cleaned and re-cleaned frequently.

Machine Shop Workers - A few women operating small drill presses and at least one small milling machine in the machine shop.

Painters - 13 women as of Oct. 1, 1943. According to co. magazine, women paint the planes from "wing to wing and nose to tail". Women do both spray and hand painting.

Wing Assembly Workers - (Manufacturing Dept.) - Most of this work is riveting. Some work on small assemblies at benches - others work on the major wing assemblies which are held in large jigs.

General Installers - Many women are employed to do installation work of various kinds on the planes going through the modification lines. It was impossible to get a complete picture of the types of work which they do during a brief visit. However they do electrical installations, and install radio equipment, hydraulic lines, and oxygen tanks. They climb all over the outside of the planes and also work in the interior of the planes. The foreman of the radio shop said that he had placed the first women on the installation of radio sets in the planes about 3 months ago and that they are working out very satisfactorily.

Women also do various types of installation work on some planes which are placed outside under a canopy at one end of the main plant building and on planes on the flight line, after modification work in the bays has been completed.

Inspectors - Women do many types of inspection work in the various departments and along the modification lines. Some do final "over-all" inspection according to the Co. magazine.

Sheet Metal Workers - Do mainly light bench work.

Chemist - One woman chemist working in the plant.

January 16, 1951

Jobs on which women were employed at time of visit

Mobile Air Repair (Brookley Field)

← **Warehouses**

A great variety of supplies and equipment for the Army air forces are received, stored, and shipped out to air stations at home and abroad.

Women employed in this department do a variety of warehouse work, including storing, checking, weighing, wrapping, packing, nailing, and stenciling. They appeared to be considered generally efficient at their work and it was noticed that some of the women were definitely in the older age group - above 35. One foreman who was interviewed was particularly enthusiastic about the women workers and felt that they worked at the job better than men had previously.

A few examples of the jobs are -

In one room a number of women were packing heavy fur-lined flying jackets in cartons.

A few women are employed in cold storage room where photographic film is kept.

A good many women were pushing hand trucks loaded with supplies around the warehouses, putting supplies into storage rooms or taking them out. Also some women were operating fork lift trucks to raise heavy piles of boxes from floor level up to the upper rows of storage shelves. Lifting devises, carts, trucks, etc., which seemed to roll over the cement floors with relative ease were being used generally.

Instrument Repair

Repair work on aircraft instruments was being done by a good many women.

The great bulk of the employees were women and practically all of them were seated at small desks or tables doing various types of bench work on small parts, - and also some inspecting and testing.

Some women were painting luminous dials of instruments and it appeared that this was re-touch work.

Airplane Engine Repair

Women were working in all the various divisions of this department.

Some were working on the disassemblying of engines, taking them apart by the use of pliers, wrenches, and other hand tools. The engines are mouted on wooden platforms and the women do not have to do any heavy lifting.

Women were doing various types of benchwork and grinding and polishing operations on some of the parts after the engines had been disassembled and cleaned. Women were also doing bench work in the putting together of subassemblies and units in the division where engines were being reassembled. Several women were also seen doing final assembly operations on large Allison motors.

The head of the shop indicated, however, that many of the women have worked out very well in this dept. and said that he plans to use more women. Also he is already considering the advancement of some of the women to supervisory positions in the shop. Women have been employed in this dept. 3 or 4 months.

January 16, 1951

Warehouses (continues)

Engine Testing

At the time of the visit a man and a woman were doing the work of checking the instruments and testing the engines together but it would appear that with training women would be well qualified to do this work by themselves.

Plane Repair and Assembly

Sheet Metal Dept. - women in this dept. were all doing bench work - hammering, filing and polishing.

Machine shop & tool room

Only a few women employed at machines although some women were doing bench work such as filing and burring.

Fabric Shop

Women were making tarapulins, cushions, waxing zippers of flying jackets.

Dope House

Men were doing all the spray painting, some women were doing hand painting.

Plane Assembly

Women were employed in final assembly dept. of the planes after repairs have been completed and in work on sub-assemblies. They were engaged in bench work such as wiring and soldering small electrical parts. They were also installing small parts, etc.

Miscellaneous Jobs such as stock chasing, driving tugs, and other various types of small trucks. Also a substantial number of women were guards, assigned to doors of various buildings to check credentials and other duties.

January 1[illegible] 1951

Jobs on which women were employed at time of visit

Gulf Shipbuilding Corporation

Fabricating Shop

Shipfitter's helpers - help move steel, check chalk lines, handle levers on machines being operated by the shipfitters, etc. Men are said to do all of the heavy work.

Platens

Women burners, welders, and shipfitters' helpers also work on platens where many sub-assemblies are completed. Many of the welders are on production rather than tack welding but some women do tack welding.

Sheet Metal Shop

This is one dept. in this yard where quite a number of women are being used. Much of the sheet metal work/ to be done is fairly light, frequently the metal is 18 to 20 gauge. A great variety of articles and parts are made, including ammunition boxes, metal racks, ventilating equipment, and kitchen equipment.

The women were practically all doing bench work of various types, including filing, punching, stamping, polishing, etc., and did not appear to be operating any of the machinery used for sheet metal work. As in other parts of the yard women in this shop are usually either classed as helpers or special apprentices.

Machine Shop

This is another shop in which a number of women are being used. Interestingly enough the foreman came up and began talking to agent (although he was never actually introduced) and spoke very favorably of the work which women are doing in his dept. Women appeared to be operating a considerable variety of machines, including post drills, and a radial drill, milling machines, shapers, and engine and turret lathes.

Mold Loft

The women are mostly helpers and one of chief jobs seems to be handling templates, which apparently mean carrying them around.

Electrical Shop

Women doing chiefly coil and armature winding and bench work on small assemblies. One of the shops in which it was admitted by all that the women do well.

Rigger Loft

Some women are said to be doing splicing of cable and rope (no doubt both in the small sizes) and some women do hand sewing. In general women only on small work.

Tool Cribs and Store Room Clerks

Some women were notices doing the usual types of tool crib work, including the handing out of welding rods. Also there are a few women store room clerks.

Out-fitting - Docks

No women.

January 16, 1951

Jobs on which women were employed at time of visit

Alabama Drydock and Shipbuilding Company

Over half of the 800 women employed on production were in the Welding Dept. - Most of them truck welders. The electrical and fabricating shops accounted for about a fourth, nearly the same number in each. The remaining women were scattered throughout the hull erection, machinery, transportation, outfitting, materials, and plant maintenance departments.

Nearly 400 women were employed in the office.

January 17, 1951

Jobs on which women were employed at time of visit

Anniston Ordnance Depot

Total women employed	1449
Office workers	342
(CM) Direct Labor-Field Force-Amm.	531
(GW) " " - Warehousing Section	428
Other	148

This is primarily a storage dept for ammunition, bulk powder, explosives, and for general supplies storage in warehouses. Some re-packing and crating of ammunition being done as well as some renovation work.

Ammunition - Women were doing practically all the re-packing of projectiles and cartridges into fibre containers and taping the containers, checking, etc. ammunition of various types that come in and out of the warehouse and similar jobs.

Warehousing Section - In some warehouses, women were in the box making dept. as well as performing usual warehousing jobs - operating fork-lift trucks, many are checkers, etc.

Guards - Some women were employed as guards on duty at the gate into the explosives area.

Chauffeurs - Women were used as chauffeurs to drive company cars and some were driving trucks (up to 1½ tons).

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Mobile's Woman Power Commission

On the invitation of the U.S.O., the Chamber of Commerce, and the Y.W.C.A., a Woman Power Commission was set-up last November to consider problems arising from the "tremendous replacement of men with women in war industries," particularly in shipbuilding. Social agencies in Mobile, representatives of government agencies, such as the War Manpower Commission and the housing agencies, and personnel men from some of the war industries have been included in the membership. The general aim is to study various problems of women war workers, such as housing, hospital facilities, night work for women, and health and moral conditions.

In connection with this organization the business and industrial committee of the Y.W.C.A. has been carrying on an investigation of working conditions for women in a variety of industries in Mobile, with the idea of compiling a report to present to the Woman Power Commission. Representatives of this group have visited both of the shipyards and a number of other establishments, such as retail stores and bakeries, and have obtained data from local utilities, transportation offices, government offices, etc. This survey was still being carried on. Inquiries were being made as to hours, wages, toilet and rest room facilities, safety provisions, and a number of other things. In a few instances actual visits have been made through parts of the shipyards and other establishments to check first-hand the adequacy of facilities.

One meeting was attended where several local women gave reports of their investigations and it was evident that these women were obtaining information concerning the conditions under which women must work which they could disseminate in the community, and perhaps quite effectively.

Recommendations to help solve community problems

Shopping

Further consideration might very well be given to the re-arrangement of business hours in order to give workers more opportunity to shop and to carry on necessary business. During various discussions of the problem of absenteeism in Mobile the difficulty of getting shopping done was frequently mentioned. At present most stores in the downtown area close at 6 or 6:30 even on Saturday night. Banks are open only during the usual banking hours. It seems very probable that arrangements for a shopping night in Mobile similar to those now found in many other cities would definitely help the problem of absenteeism. Business hours could be arranged so as not to require individual employees of the establishment affected to work longer hours than at present. Perhaps the stores could stay closed until noon on one day, for instance.

Furthermore the need for some arrangement of this kind is likely to be even greater in the future if, as is desired, many more housewives are recruited for work outside of their homes. In fact as more and more women are called into industry, still other special services may have to be provided to help them carry out their home duties, many of which they will probably still have.

MCW copy

Summary of Survey, Jacksonville, Arkansas - Defense Area

~~CONFIDENTIAL~~

I. Areas affected by defense plants:

a. Towns within area:

Towns	1940 Population
Little Rock	88,039
North Little Rock	21,137
Jacksonville	Approx. 200
Cabot	741
Ward	283
Lonoke	1,715
England	2,207
Benton	3,502
Conway	5,782
Pine Bluff	21,290

b. Economic Structure and Population Changes of Towns

Little Rock

Although Little Rock is the capital and the largest industrial area in the state, the economic structure is predominately agricultural. The leading industries are railroad repair shops, cottonseed crushing, cotton compressing, and lumbering. The principal woman-employing industry is the manufacture of work clothes. The three largest firms employ about 600 or 700 women. There is a large number of female office workers in Little Rock, due to the State and Federal Government Offices located here. Little Rock is a large retail and wholesale trade area.

Population of Greater Little Rock in 1940 was 109,176 persons with approximately 26% Negroes. According to a survey made by Ross Federal Research Corporation March 1, 1942, the city of Little Rock had increased in population 15.3% or 13,450 persons. The rate of increase for the metropolitan district was 17.2%. These figures do not include the soldiers at Camp Robinson of which there are 30,000 or more.

c. Characteristics of surrounding rural area

Large cotton plantations abound, particularly east of Little Rock in the Mississippi river valley. Rice is also an important crop. Women can not harvest rice because of the weight of the sheaves, according to the Labor Supply man, and neither can older men stand the strain; therefore it is likely that rice production will be curtailed. Strawberries and tomatoes are cultivated extensively northwest of Little

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Rock. It is estimated that 18.000 strawberry pickers will be needed to harvest the crop which will be ready to market this week (April 20). Spinach is also an important crop of the truck farms.

d. Comments concerning outlying area -- a region sparsely populated with large farms and small towns. The many new defense plants in Arkansas will effect a change in the present economic structure. No doubt some of the farm labor, and practically all of the physically able women in the towns, will be drawn into the defense plants. The Labor Supply Rep. stated that there were relatively few male workers available so women, white and colored, will be forced to man the defense plants in Arkansas.

2. Agencies coordinating facilities needed for influx of women:

Y.W.C.A. - Miss Blackwell, Secretary
U.S.O. - 6 centers, one operated by Y.W.C.A.
  Director - Miss Jean MacGillvary
  Industrial Dir. Mrs. Adele Guckert
  Recreational Dir. - Miss Lela Horton
Rooms Registration Office - Mr. John Buzbee, Director
Office of Civilian Defense - Chairman, Mr. Warren Baldwin
Housing Authority - " " "
Council of Social Agencies - Chairman, Mr. Bylander
Operating Co. of Arkansas Ordnance Plant - Welfare Dept.
  Manager - Mr. John Van Brederode (Welfare and Recreation)
  Assistant Manager - Mrs. Sara Ward (Dormitories are her special charge)

3. Adequacy of community sanitary facilities for an increased population:

The lack of a water and sewer system has retarded the construction of defense houses and trailer camp at Jacksonville. However, plans have been approved and construction will soon begin. Some additional facilities have been added to Little Rock and present provisions seem to be adequate.

4. Transportation:

Existing - (a) Bus service every 30 minutes from Little Rock to the Ordnance Plant and Jacksonville.
(b) Shuttle train, Mo. Pacific, runs from Little Rock to the Plant.
(c) Inter-city buses between Little Rock, No. Little Rock and Levy. Street cars within city of Little Rock.

Transportation (cont.)

Being Provided - Operating Co. is planning to have a bus, or station wagon, meet the incoming buses from Little Rock at night so that girls need not walk to the dormitories alone.

Although transportation facilities are better than at many of the Ordnance Plants, it is still a problem, due to the narrow highway (2 lanes only) with the heavy traffic at rush hours. Some of the employees must take a street car from their homes to the bus station so it is necessary to get up very early (4:30) in the morning since the first shift begins at 7 a.m. The Plant Manager said they started early in order that women on the second shift closing at 11 p.m. would get back to Little Rock before the street cars and buses stopped running at midnight.

5. Housing:

Existing facilities in Little Rock:

(a) Homes Registration Office -- Vacancies

Family dwellings - 94
Rooms -791

Rate of rent for rooms --

Single - $20.00 - $25.00 per month.
Double - 25.00 - 30.00 per month for two persons
Prevailing rate $3.00 per week double

The total number of rooms available, as reported above (791) is misleading information according to Mr. Buzbee, Dir. The Rooms Registration Service made a special appeal to local citizens to rent their rooms to soldier(s) families and friends who come to see the boys over the week end. The response was very good. In fact, many of the nicest homes offered rooms free of charge. These rooms would not be rented on a permanent basis, therefore the number of rooms available for defense workers, particularly women is a much smaller number. Mr. Buzbee did not know what percentage of the total were for temporary rental only but he believed it was a considerable number. The director also stated that practically all available rooms were registered. He said that 50% of the permanent placements now were for defense workers and that the number of calls for rooms by these workers was increasing. An appeal to the public to house women defense workers might bring results, according to Mr. Buzbee.

(b) Y.W.C.A. Room Registration Service:

The Y.W.C.A. does not have a residence but they conduct a room registry service.

Number of rooms on available list -- 175 (4/15/42)

Housing (cont.)

(b) Y.W.C.A. Room Registration Service (cont.)

They, too, place many relatives of soldiers and the Y.M.C.A. has 100 cots for the use of families coming to see soldiers.

(c) Newly Erected Houses:

U.S.H.A. -- Slum clearance projects to be used for Defense Workers with income from $1325.00 to $2500.00. Rate of rent about 20% of income. Date of completion May 1, 1942.

150 family units for whites (Little Rock)
100 " " " Negroes " "
Not for (148 " " " whites (North Little Rock)
defense workers (100 " " " Negroes " " "
(The units (100) for Negroes are not constructed as yet.)

Private Construction: Greater Little Rock 145 family units, small homes for rent in the industrial section. 69 of this number are completed. 66 family units completed for low income groups in North Little Rock. Rental about $27.50 per month.

Private Construction with F.H.A. funds (Greater Little Rock) Suburbs

300 family units to be completed June 1 -- Cammock Woods
217 " " " " " June 15 - Oak Forest
65 " " " " " June 1 - Levy
40 " " now completed - No. Little Rock

Defense Housing: Jacksonville

Plans approved:

600 demountable houses in Jacksonville, 1 mile from Plant
200 trailers (Farm Security) " " " "
219 Dormitory units (See following pages) on area
25 Staff Houses on Area

The defense housing at Jacksonville has beeen held up due to lack of water and sewer facilities. All plans have been approved for construction of sanitary facilities and work has begun. Location of houses and trailer camps is near the school building on edge of the village.

Additional facilities needed:

Little Rock will have fairly adequate housing when the planned construction of family units is completed.

Jacksonville - Mr. Morgan, Plant manager said he requested 1000 houses for defense workers and 600 were allocated to

Jacksonville (cont.)

Jacksonville plus the 200 trailers units. It is defficult as yet to determine how much additional housing will be needed. Mr. Morgan believes more dormitories will be needed. The Farm Security Admin. (Regional Office) expects to rent the trailers to unattached women if the need for housing these workers is evident. They are renting, or will rent, trailers to women in Hope, Arkansas, and see no reason why it should not be done here. The trailers at Jacksonville will be ready for occupancy June 1, 1942.

Rent Increase in this defense area has not been as high as in the majority of places. The last survey shows 22½% increase.

6. Special Dormitories for Women:

a. Built and operated by Ford, Bacon and Davis, the Company operating the Arkansas Ordnance Plant.

b. Person in Charge - not yet selected. However, Mrs. Ward Ass't Welfare Manager is responsible for all plans concerning the dormitories. No definite qualifications are required for the matron.

c. Location - In the administration area of the Ordnance Plant, about one hundred yards from the Restaurant Building.

d. Description of Dormitories - Two story barracks type of building, originally designed for men. However, plans for conversion were made shortly after construction began so the necessary changes could be made without much difficulty.

Number of Dormitories: 3 buildings, each accommodating 73 girls, are now under construction and three additional ones have been requested by the Operating Co. from the Chief of Ordnance in Washington. Date of occupancy not definite but due to priorities, it may be 6 weeks, at least one month.

Group facilities - Each building will have a medium size lobby with windows on three sides and a screened porch on front and back of building, upstairs and downstairs. Each building will have a laundry with tubs, ironing boards and irons.

Beauty Shop - One of the dormitories is equipped with a two booth shop which will be open from 8:30 am. to 10:30 p.m. Company plans to have 2 operators and 1 assistant on each shift of 7 hours each.

Description of Rooms - All rooms except matron's are built to accommodate two persons.

Special dormitories for women (cont.)

Description of rooms (cont.)

Each room has:

1 double window
2 built in dressers and clothes closet with doors

Furniture will consist of:

2 single beds
1 writing desk
2 chairs
draperies and rug

e. Ratio of toilet and bath facilities to number of women

6 showers for each floor (36 or 38 girls)
2 tubs " " "

Toilets - Mrs. Ward said she knew four additional facilities had been added. There is a central bath room for each floor.

f. Room Service - Maids will clean the rooms and linen will be provided, probably twice per week. Change of towels not yet decided upon.

g. Eating facilities - None in the dormitories. The cafeteria building, which includes the Coffee Shop and Dining Room, is about one half block from the dormitories. There will be food service 24 hours per day. Coffee Shop will be open when cafeteria is closed. The Restaurant Building is a very attractive place and will be operated by the Company. Mr. Morgan said the cafeteria manager would serve "family style" meals to the girls in the dormitories at a greatly reduced price, about 20 to 25 cents per meal, and that their meals should not cost more than 75¢ per day.

h. Provisions for care and food during minor illnesses:
Mrs. Ward said the girls would be taken to the hospital which is near by, if they were ill enough to stay in bed. A light meal could be brought over from the cafeteria without much difficulty.

i. Recreational facilities in the dormitories: None, expect lobby and porches. However, both Mrs. Ward and Mr. Van Brederode stated that some additional facilities would be needed and would be provided. Mrs. Guckert, Industrial Worker at the U.S.O., is working with the girls who are on production and and she will plan a program for them, provided that the Recreational Program of the Company does not materialize.

Dormitories (cont.)

Special dormitories for women (cont.)

j. Extent of Self-Government - Mrs. Ward said she favored the "Honor System" and would see that the matron did not impose too many regulations, but there would be definite visiting hours - 8:30 a.m. to 11:30 p.m. Girls would not be required to come in at any definite hour.

k. Other comments - Mrs. Ward is very optimistic about the success of the dormitories and believes there will be no difficulty in filling them as soon as they are completed. She said they already have many applications. The men are rather indignant over the transfer and have gotten out a petition against the use of all of the dormitories for women. (According to reports, one dormitory has been restored to the men.)

The additional dormitories, to be built later, may be erected just outside the area. Mr. Morgan said the location would partially depend on the success of these within the area. He recognizes the problems that will arise over the admittance of these girls into the area at all hours but believes that some system can be worked out with the guards at the gates.

If it is necessary for employees living in Little Rock to get up at 4:30 a.m. in order to be ready to go on the line at 7 o'clock, many of the girls will probably move to the dormitories in order to save time and money. Then too, food facilities are convenient.

Rate of Rent - $2.50 per week for double room, including linen. There may be a laundry charge for towels. That question is not settled as yet.

Meals: Little Rock

The price of meals is higher here than in many of the Defense areas. According to some of the local residents, meals have always been higher in Little Rock than the average city.

Jacksonville - has very poor eating facilities and some additional facilities will be needed when the defense housing is occupied.

8. Arrangements for care of children whose mothers are employed:

No definite plans have been made, partly because the Welfare Dept. of the Operating Company had stated that they would establish a nursery at the plant. This plan never materialized and now both company and general public see how impractical this would be from a standpoint of transportation of the children and the problem is left to the community to solve.

Arrangements for care of children whose mothers are employed: (cont.)

A committee was appointed by the Council of Social Agencies to formulate plans for Child Care. The following persons are on the Committee:

Mrs. Mae Bevins, W.P.A. State Director of Community Activities
Miss Alma Keyes, State Dept. of Education
Miss Beth Muller, " " " Welfare

This committee met for the first time April 21st; the Women's Bureau field agent attended the meeting. Miss Muller believes that Federal funds will be needed to carry the child care project through.

The original idea was that the W.P.A. would provide the operating personnel with the Depts. of Education and Welfare supplying the trained workers. However, the W.P.A. rolls have been pretty well screened for industry, so that the present women available are past middle age and not many can be used in such a capacity. The shortage in trained workers is also a serious one. After some discussion it was decided that volunteers would have to be used to supplement W.P.A. and the trained workers. The Jr. League and A.A.U.W. are interested in the problem and their aid will be requested. In addition, a check will be made of the O.C.D. volunteers to ascertain the number of trained or semi-trained persons in the city.

Location of Nurseries:

It was decided that it would be necessary to have one or more centers in Greater Little Rock, and one in Jacksonville near the Housing and Trailer Camp. The Supt. of County Schools has offered the use of the School Building for child care during the summer months.

Little Rock - A large second story office space would be available through W.P.A. but since there is no playground this location does not seem very desirable. The Committee will try to locate some other building.

9. Health Facilities:

Little Rock - has 18 hospitals with 6462 beds, according to Chamber of Commerce Report. Evidently Little Rock has been able, thus far at least, to take care of all patients.

Jacksonville - has no facilities except the Plant hospital which is a very fine one. At present, Little Rock can care for these patients.

10. Facilities for Education, Recreation etc.

a. Education: Little Rock

The public school facilities have been adequate to meet the needs up to date.

Jacksonville - Existing facilities:

The County Consolidated Elementary and High School is quite an

Jacksonville (cont.)

attractive building with a large playground. The lower grades have been crowded the last six months with as many as 60 pupils in one room.

Additional facilities - are to be provided before the next school term begins. The Federal grant has been approved, according to Ordnance Dept. but the exact amount or extent of additions was not known. The housing and trailer projects will be within a few blocks of the school building.

b. Recreational facilities - Little Rock

Commercial facilities:

Movies - 16 theaters, open on Sunday
Bowling - 3 centers
Billiards - Several rooms
Golf - 5 courses, 3 public with 1 municipal course

Y.W.C.A. - A new recreational and administration building, dedicated Dec. 1, 1942. There is a fine swimming pool and gym which is available for the U.S.O., Industrial program. The Colored Y.W.C.A. does not have a residence either, but the regular Y.W.C.A. program for girls is carried on with the exception of swimming. No pool is available at the Colored Y.W.C.A

U.S.O. Centers - 6 clubs with 14 U.S.O. workers. Each of the six organizations making up the U.S.O. has a separate center with its own program but all activities are planned at the Joint Staff meeting each week, thus avoiding duplication of activities. Facilities of the various clubs are available to any one of the organizations. All of these clubs are primarily for soldiers with the exception of the U.S.O. - Y.W.C.A. center on Main St. which has an Industrial Director, Mrs. Guckert, and program for women in industry.

This U.S.O. - Y.W.C.A. Center in the down town area, was a former bank building which has been converted into a very attractive U.S.O. Center, and is used by soldiers as well as industrial women. The first floor is used as a lobby, information center and game room, i.e., ping pong table are placed at one side. The Room Registration Office is in the back of the building.

The mezzanine has been furnished very attractively for entertaining small groups quietly, such as tables with jig saw puzzles etc. or just a place for reading or conversing with a friend. Each worker has an office on this floor, and there are several small libraries or reading rooms, also writing rooms.

The ball room is a very large room on the top floor. There are rest rooms on the first floor for men and women. Light refreshments are available at the Snack Bar.

Additional facilities to be added -

An Annex for Women Industrial Workers.

This building adjoins the present U.S.O. and will become a part of the program. The Annex will contain, (1st floor)

A small lounge
Office Space, probably Travelers' Aid will occupy
  part of this space.
A small club room, game or writing room
Girls' Check room (2nd floor)
Powder room
Rest room with several cots
2 small club rooms
Kitchen - suppers will be served to small club groups
Art and Craft room
A Roof Garden with entrance from both this annex
  and the ball room.

Activities

Mrs. Guckert, the Industrial Director, is working with the girls employed at the Arkansas Ordnance plant in Jacksonville, Office girls at Maumelle Ordnance and the Industrial and office girls within the city. She has organized a Recreational Council composed of girls from the Ordnance plants, both office and production workers, and some of the clerical employees in the Government offices in Little Rock. Farm Security Administration has a large office force here. Mrs. Guckert wants these girls to be responsible for planning and carrying out the Saturday night program with the soldiers, i.e. the production employees at Jacksonville will take charge of the program one week and the office workers at Maumelle Ordnance another Saturday etc. She is trying to get the industrial girls interested in the U.S.O. program for soldiers as well as carrying on separate activities for the girls. Mrs. Guckert stated that the white collar workers and the industrial employees mixed very well at the Council meetings and that it was impossible to tell which were office girls. Mrs. Guckert formerly worked for General Motors Corp. so she knows industry and seems to be doing a splendid job with the girls in the plant.

Additional facilities planned by W.P.A. for Industrial Employees:

This "Industrial Workers Center" was planned before they knew the U.S.O. were opening the Annex for the plant girls. The location is in the down town area on the second floor of a large building. It was planned as a central meeting place and information center for the Ordnance employees and would have facilities for informal dancing and games, writing rooms, reading rooms, and possibly some adult educational classes.

Comments:

This Industrial Center would seem to be duplicating, to a great extent, the activities of the U.S.O. Division for Industrial girls. However, the W.P.A. Center would include the men in the plant and they have been pretty much neglected.

Recreation - Jacksonville

Existing facilities - None, except the school building which is not large. The town has one church.

Additional Needs - After the defense housing projects are occupied there will be at least 3000 persons living there, not including the girls in the dormitories which would be not more than one mile from the housing project. Some kind of a recreational center will be needed, as the town of Jacksonville doesn't even have a movie.

Mr. Cole, Federal Security Rep., said he believed it would be possible to erect one of the smallerU.S.O. type of buildings near the housing project. This plan has been held up due to the fact that the Operating Co. had stated their intentions of putting on a recreational program themselves. However, they now realize that it will be very difficult to carry out and on April 21st, Mr. Van Brederode Welfare and Rec. Director called Mrs. Guckert and Mr. Cole and told them to go ahead because he doubted if the company program would materialize. The Company has a 10 acre plot of ground for recreational purposes but no money with which to equip it.

Persons Contacted -

Mr. J.C. McLain - Labor Commissioner for State of Arkansas
Mr. Sheppard - Deputy " " " "
Mrs. Bess Proctor - Inspector " " "
Miss Blackwell - Y.W.C.A. Gen. Secretary
Mrs. Adele Guckert - U.S.O. - Y.W.C.A. Industrial Dir.
Miss Jean MacGillvary - U.S.O. " DIrector
Mr. E. W. Cole - Fed. Security Rec. Dir. for Ark.
Col. R.H.Allen - Statistician for U.S.Employment Office
Mr. Warren Baldwin - Chairman of Housing Authority and O.C.D.
Mr. John Buzbee - Director of Homes Registration Office
Mr. Owen Netterly - Ass't. Sec'y of Chamber of Commerce
Mr. Bylander - Dir. of Council of Social Agencies
Mrs. Mae Bevins - State Director W.P.A.Community Service
Miss Beth Muller - " " Welfare Dept.
Miss Lee - Welfare Worker, W.P.A. (State)
Dept. of Education Representative
Mr. W.J. Breit - State Director of Vocational Education
Mr. Hall - Farm Security Reg. Director of Housing.

Return to Spring

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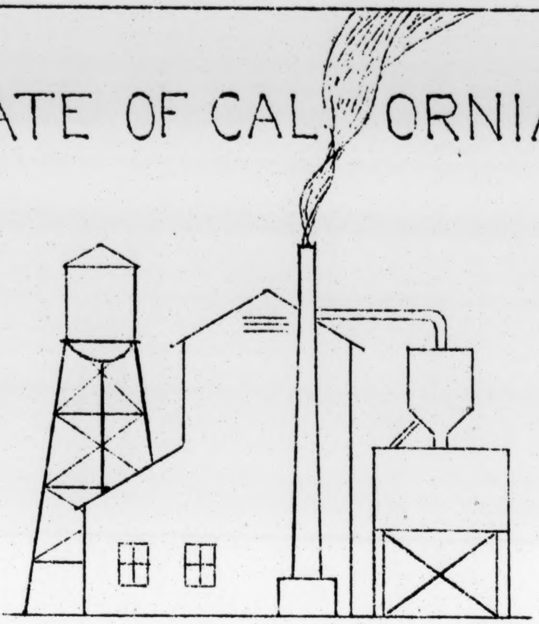
STATE OF CALIFORNIA



DEPARTMENT OF INDUSTRIAL RELATIONS

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Statistics, D.C

REPORT FOR

GOVERNOR'S COUNCIL

MARCH 1944

PAUL SCHARRENBERG
DIRECTOR OF INDUSTRIAL RELATIONS
STATE BUILDING SAN FRANCISCO

STATE OF CALIFORNIA

DEPARTMENT OF INDUSTRIAL RELATIONS

Paul Scharrenberg, Director

Ethel Evans, Assistant to Director

Mary F. Ward, Accounting Officer

STATEMENT BY THE DIRECTOR .... A

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(Industrial Accident Commission)

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Alexander Watchman, Member
J. C. Garrison, Member
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STATEMENT BY THE DIRECTOR

Reconversion — At the outbreak of the war, forty-three States and the District of Columbia had laws limiting the hours of women's employment. Twenty of these States, including California, and the District of Columbia, enacted laws providing for qualified extensions of maximum daily and weekly hours in war production industries.

Because of the cut-backs in production of certain types of war materiel and the problems created by the shifting and readjustment of the labor forces involved, the Secretary of Labor, Frances Perkins, invited the labor law administrators of the principal war production States to a conference at Washington, early in March.

The announced purpose of the conference was to review the present policies and procedures in granting relaxations of State labor laws and to discuss methods for the gradual retraction of existing permits so as to get back to normal standards with the least friction and as soon as possible.

Virtually all the States concerned were represented at the conference. Also in attendance were representatives of the Army, Navy, Maritime Commission and several other Federal agencies with responsibility for war production. After detailed reports by the State administrators and an exceptionally candid as well as critical exchange of views, the conference agreed upon the following recommendations:

1. The State labor departments which have the requisite authority, review permits granting variations from labor laws for war production, particularly those authorizing extended hours or 7-day weeks for the duration to ascertain the extent to which they have been used and to determine whether there is a continued need for them.

2. That the War and Navy Departments be requested to call the attention

of their appropriate field representatives to the general policy of the Departments with respect to relaxation of labor laws and their continued support of the Recommendations on Hours of Work for Maximum Production previously issued by eight Federal agencies.

3. That Federal agencies with responsibility for war production (the Procurement agencies, War Production Board, and War Manpower Commission) supply information to State labor departments insofar as possible, on trends of production and expected cut-backs so that provision can be made to extend or curtail relaxation of labor laws in accordance with anticipated military requirements.

4. That the Secretary of Labor be asked to appoint a Joint Federal-State Committee to explore methods of cooperation between Federal and State agencies, particularly in connection with:

(a) Problems of obtaining compliance with labor laws during the war emergency;

(b) Getting minors back into full-time school;

(c) Gathering data on the effects of longer hours on production and on the health and welfare of workers;

(d) Post-war plans for strengthening State labor departments, returning to peacetime labor standards, and promoting such labor legislation as may be needed during the post-war period.

Women in War Work -- During February the Director of Industrial Relations referred 150 applications for relaxation of the Eight-Hour Law for Women to the Division of Labor Statistics and Law Enforcement for investigation. Based on the results of the investigations and subsequent recommendations by the Director, Governor Warren approved 142 of the requests and denied 8. Twenty-five of the approved applications were requests for revisions in hours allowed by permits previously granted.

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From the effective date of the War Production Act, February 5, 1943, to the end of February 1944, a net total of 2,813 permits covering 304,171 women has been granted (excludes actions on original applications which were subsequently revised) and 172 applications have been denied.

Twenty-one of the applications approved during February were for limited periods of time varying from one day to seven months and 121 were for the duration of the war.

Relaxation of I.W.C. Orders Regulating Employment of Women -- During February, the Director of Industrial Relations received 33 applications for relaxation of Industrial Welfare Commission Orders regulating the employment of women. The applications were referred to the Division of Industrial Welfare for investigation.

Based on the results of the investigations and subsequent recommendations by the Director, 32 applications covering 837 women were approved by Governor Warren. One application for Homework was withdrawn.

The relaxations granted during February 1944 and the number of women covered are shown in the following tabulation:

Type of Relaxation	No. of Permits	No. of Women
Night work	21	646
Weight lifting	5	49
Eight hours for women in offices not covered by Eight-Hour Law	2	103
Meal period	2	5
Homework	2	34
Total	32	837

From the effective date of the California War Production Act, February 5, 1943, through February 1944, 519 applications covering 43,066 women were approved and 8 applications were denied.

Relaxation of Laws for the Protection of Minors -- The Director of Industrial Relations referred seven applications for exemption from laws governing employment of minors to the Division of Labor Statistics and Law Enforcement for investigation during February 1944. Based on the results of the investigations and subsequent recommendation by the Director, two of the applications were approved and four were denied; one application was withdrawn.

A total of 672 applications was received from May 26, 1943 (the effective date of the Minors Emergency War Employment Act) through February 1944. Five hundred one of the applications received were approved, 164 for the duration of the war and 337 for specified limited periods of time; 158 applications were denied and 13 withdrawn.

Tackling Post-War Problems -- The State Reconstruction and Reemployment Act provides that each member of the State Reconstruction and Reemployment Commission shall act as chairman of a citizens advisory committee of five members selected by the Governor upon nomination by such member, and qualified as specialists in the respective fields of activity of this Commission.

Governor Warren has now appointed these advisory committees. The Director of Industrial Relations is Chairman of the Advisory Committee on Social and Industrial Welfare. The other members of this committee are: Dr. Arlien Johnson, Director, School of Social Service Administration, University of Southern California, Mr. D. P. Haggerty, former President, California State Federation of Labor, A. F. of L., Mr. Fred E. Reynolds, Railroad Brotherhood Representative, Mr. John F. Hassler, Vice-President, Bank of Commerce (Oakland), and Mr. James S. Thimmes, State President of California C. I. O.

The Director is thankful to have the cooperation of these outstanding citizens in planning for the future -- the difficult days ahead when our boys come home again and when the men and women in war production work must find employment elsewhere.

INDUSTRIAL ACCIDENT COMMISSION

Paul Scharrenberg, Chairman

Compensation Bureau

Workmen's Compensation Not Taxable -- Every citizen is tax conscious at the present time, and even more so since a withholding tax is in effect. An able-bodied citizen who works finds, when he receives his pay check, that substantially 20 per cent has been deducted for income tax by the withholding rule.

Injured employees frequently wonder how their workmen's compensation checks will be affected by income tax. Workmen's compensation benefits are not taxed as income; hence, no deductions are made or payments required.

This rule has the effect of making the workmen's compensation check net. Hence, where the compensation rate is $30 a week, the net income is equal to that of a worker earning $37.50 a week.

Applications and Decisions -- Following is a tabulation of the pleadings filed and decisions issued for the month of February 1944:

Original applications filed . .	1106
Supplemental petitions filed . .	404
Petitions for rehearing filed . .	91
	1601

Original decisions issued . .	1029
Supplemental decisions issued . .	330
Petitions for rehearing granted or denied	84
	1443

Legal Bureau

Violation of Trench Construction Safety Orders -- At the request of the Industrial Accident Commission, a member of the Legal Bureau, in company with one of the Commission's Safety Engineers, investigated an alleged violation of the Commission's Trench Construction Safety Orders with a view to instituting criminal prosecution if the evidence warranted such action. The alleged violation occurred near the Nevada-California border where a Federal housing project is being constructed by private contractors. An employee was crushed and smothered to death by the cave-in of the sides of a trench being excavated by the crew of one of the private contractors. The trench was being dug in sandy soil and it appears that no shoring or bracing had been installed in the trench as specified by the Commission's safety orders. It also appears that the Commission's safety orders specifically had been called to the attention of the contractor several days before the accident and again on the morning of the accident. The matter was discussed with the District Attorney of the county in which the accident occurred and further action postponed temporarily until certain facts are ascertained and a question relating to whether the territory where the injury occurred was within Federal or State jurisdiction has been determined.

Failure to Carry Insurance -- Thirty-eight employers, nearly all of whom are restaurant operators, have been cited before the City Prosecutor at Los Angeles on March 7, for failure to carry workmen's compensation insurance. For the same reason, there has also been cited before the District Attorney, Los Angeles County for March 9, thirteen employers most of whom are restaurant operators. A member of the Legal Bureau will assist the representatives of the District Attorney's and City Prosecutor's offices in questioning such employers and in determining what future action, if any, is necessary.

Also cited during the last month for failure to insure were seventeen employers in Alameda County, seven in Menocino County, three in Napa County and nine in Sonoma County.

Supreme Court to Determine Conclusive Presumption of Dependency -- The Supreme Court will have hearings on two cases, reported on recently. The two cases, each involving the same point, arose simultaneously in the northern and southern parts of the State and after decision by the Commission were taken to the respective divisions of District Court of Appeal where the case originated. In each case, a mother of minor children was killed while at work in a war plant, one in a shipyard, the other in an airplane factory. Each had a husband who was also working. The question presented is whether the minor children are entitled to a conclusive presumption of dependency under the section of the workmen's compensation law providing that minor children shall be conclusively presumed to be totally dependent upon the parent with whom they are living at the time of the injury.

Changes in Staff -- Recently it was reported that the four Associate Counsels in the Legal Bureau passed high on the civil service list for Referee, Industrial Accident Commission. Since that time Mr. Herbert Williamson has been appointed a referee. Mr. Dan Murphy, Jr., has qualified for and has been appointed to the position of Senior Counsel in the Legal Bureau. The appointment of Mr. Williamson as referee leaves the Legal Bureau shorthanded at a time when it is exceedingly difficult to obtain good replacements.

Industrial Accident Prevention Bureau

Conference with Painters and Decorators -- The Painting and Decorating Contractors of California and the California State Conference of Painters met with the Commission on February 23 to consider a codification of the safety orders applying to the painting industry. At the present time, applicable orders are to be found in the Construction Safety Orders, referring to scaffolds, in the Dusts, Fumes, Vapors and Gases Safety Orders, referring to personal protection against toxic material and paints; in the Electrical Safety Orders, referring to electrical equipment in explosive atmospheres, and where there is an exposure to mechanical equipment, the Mechanical Power Transmission Safety Orders will apply. A committee was appointed to draft tentative safety orders, rules and regulations and to consider existing regulations.

Safety Orders for Storing and Transportation of Gases -- The expanding use of liquefied petroleum gases in 1934 necessitated the adoption of safety orders to insure the proper designing of vessels for storage and transportation purposes, and proper installation of the necessary equipment. These orders have been revised to meet changing needs but curtailment of this work became necessary because of pressure of work incident to the war emergency. However, a survey is again being made to ascertain the need for further revision.

Butane is a gas of special interest. At 30° F. it becomes liquid; at 100° it requires a pressure of 37 lbs. to liquefy it and, of course, it must be transported in liquid form. As the temperature rises pressure increases.

In 1934, the two gases commonly sold, in addition to butane, were iso-butane and propane, which was mixed with either propane or butane. Propane was frequently sold under various trade names and shipped in Interstate Commerce Commission vessels. When the safety orders of the Commission were adopted in 1934, provisions were made for the proper construction and installations of the equipment and regulations were set up for the method of transportation, storage and handling.

Iso-butane is now completely off the open market. When the demand for hi-octane gas and the demand for synthetic rubber increased, the supply of butane for ordinary use was curtailed until at the present time there is a relatively small supply available. There is, however, a good supply of propane, but this gas cannot be transported and stored in the same vessels that were used for butane as propane requires at least a pressure of 170 lbs. to keep it liquefied at 100° F., and in some cases it may require as much as 220 lbs.

Recent inquiries indicate that there is and has been a large black market in vessels sold for the purpose of transporting, handling and storing this gas. There has also been a number of requests for permission to construct under the authorization of the Commission "butane" vessels. In some instances the person making the request knew nothing whatsoever about the manufacture of this type of vessel nor the requirements for such a vessel. It is evident that many of these vessels are purchased in the black market and unless the purchaser insists on the manufacturer supplying him with a certificate from the Commission, he should expect difficulties; first, in getting the vessel filled by a responsible dealer, and second, that the vessel may blow up at any time causing serious property damage and probably loss of life. The demand is coming largely from the farms and from those who are having difficulty in getting the gasoline needed for automobiles and trucks. Attempt should not be made to convert a gasoline engine to the use of butane without referring the matter to the Commission who will gladly advise whether or not the individual comes under the jurisdiction of the Workmen's Compensation Laws.

State Compensation Insurance Fund

U. S. Maritime Commission Approves State Fund -- The Fund was the successful bidder for the workmen's compensation insurance to cover operations of the Marinship Corporation. The award was approved by the United States Maritime Commission and insurance became effective February 28. An evaluation of the Fund's proposal indicated that its plan had greater advantages than the insurance offered by other carriers. We are pleased to have this additional opportunity to demonstrate the merits of the Fund plan of providing compensation insurance at cost and to further extend its safety engineering service toward the elimination of accidents and the saving of vital manpower.

1943 Banner Year -- The volume of business handled in 1943 exceeded all previous years. The written premiums totalled $13,380,324.49 and the earned premiums $13,398,098.02. This is an increase of $1,125,148.03 over 1942, the largest previous year. With the increased premium volume and the additional accumulation of long term claim liabilities of past years, the assets of the Fund increased to $24,871,309.77. The surplus which is in the nature of a catastrophe reserve remains $1,750,000.00.

The compensation benefits and expense reserve is $16,189,592.03 as of the close of business December 31, 1943. This reserve is earmarked for the purpose of meeting the future payments of compensation, medical and hospitalization costs of injured workmen's claims which were reported between January 1, 1914 and December 31, 1943.

In 1943 the Fund paid out $7,544,126.68 as compensation to injured workmen and for medical treatments, or as benefits to dependents in event of death, as compared with a total of $6,910,200.30 for the year 1942. This represents an increase of approximately $634,000.00 in compensation benefits for the year 1943 over the preceding year, and is the largest volume of benefits during any twelve months' period in the Fund's history.

In 1943 the Fund returned to its policyholders a total of $4,439,626.42. This is the largest surplus distribution made by the Fund, and is $715,826.44 more than that paid in any previous year. The dividend reserve of $4,540,678.78 is assurance of a continuation of substantial dividends.

Increase in 1944 -- The number of new policyholders continues to increase during this new year. For February there was a 60 per cent gain over the same month of last year. As has been noted before, quite a number of new insured had not been carrying insurance recently.

The Fund has always operated on a "cash" basis, its policy providing that initial premiums shall be paid within a period of ten days, or insurance is not effective. All premiums earned and due subsequently during the life of a policy are payable within ten days from date of billing. Because of the Fund's large volume of business there is a considerable amount continuously in the process of collection. However, outstanding payments are watched closely and with exceptionally good results. In this regard, the Fund is in an enviable position, with its assets augmented by the resultant interest earnings.

Collections for February were $1,246,220.30, an increase of $97,971.89 over this same month of last year.

To an observer, figures oftentimes are without complete meaning unless compared with other data. The volume of Fund business and the Fund's place in the compensation insurance field can be secured and analyzed in detail from reports furnished to the Insurance Commissioner, and which appear in various insurance publications. Briefly, and in general, the information revealed by annual reports, as well as by current tables, indicates that the Fund continues to show a consistent growth and that its affairs are in excellent condition.

DIVISION OF APPRENTICESHIP TRAINING
(Apprenticeship Council)

Archie J. Mooney, Secretary

Apprenticeship Training in Post-War Reemployment Program -- During the past few months conferences have been held with representatives of management, labor, the public school system, and other groups interested in apprenticeship training. These conferences revealed that in nineteen counties of the State our local joint apprenticeship committees not only are very much determined to promote the apprenticeship program, but are also considering the following as a part of the whole post-war reemployment program:

1. Returning Veterans' Employment Program.
    a. Apprentices--how to return them to previous jobs.
    b. Handicapped--how to train and fit into jobs for which they can qualify.
    c. Physically fit--how to select and place at work which they can do and train for additional skills.
2. War Workers' Conversion Program.
    a. Skilled workers--how to secure employment at their trades in other industries.
    b. Specialists--how to employ in other industries at the particular part of the trade which they have learned and afford vocational and trade training so they can learn other parts.
    c. Others--how to convert and, if necessary, train for production workers in other industries.

The following is quoted from a request made by Administrator Scharrenberg to State Attorney General Robert W. Kenny for an opinion: ". . . Can I, as Director of Industrial Relations, under the authority of the two sections of Labor Code (50.5 and 55) quoted above, assign to Mr. Mooney the responsibility for encouraging area apprenticeship councils and local joint apprenticeship committees to do the work outlined in the enclosed release?" (NOTE: The substance of the release referred to is outlined above; the assignment to Mr. Mooney is as Secretary of the Apprenticeship Council.)

In reply, the Attorney General said in part: "The 'release' referred to by you contains an outline of procedure to be followed in forming 'general committees' or 'county councils' to coordinate the apprenticeship program in California and generally encourage apprenticeship training and coordinate the work of local joint committees. While the work outlined for these general committees or area or county councils is somewhat broader than the scope of the work outlined for the Apprenticeship Council by Chapter 4 of Division 3 of the Labor Code, Sections 3070 to 3089, . . . it is, in our opinion, sufficiently circumscribed so that it may be said that the activities outlined are such as may be supervised and encouraged by your department, particularly the Division of Apprenticeship Training.

"This is especially true in the light of Section 50.5 of the Labor Code quoted by you. . .

"We are, therefore, of the opinion that you, as the Director of Industrial Relations, under the authority cited, may assign to the Secretary of the California Apprenticeship Council the responsibility for encouraging area apprenticeship councils and local joint apprenticeship committees."

We quote in part from a resolution unanimously adopted by the California State Council of Carpenters concerning rehabilitation of returning veterans: "WHEREAS: Under present conditions many of these men who entered the armed forces before they were twenty-five years of age will be debarred from the opportunity to become apprentices. . . Therefore be it

"RESOLVED, That the California State Council of Carpenters recommend to all affiliated District Councils and Local Unions that provision for the employment of the overage apprentices should be one of our major considerations and that methods be developed to make this possible under the provisions of the apprenticeship program."

The Carpenters' Convention also unanimously approved a statewide uniform curriculum for its apprentices and asked the State Bureau of Trade and Industrial Education for an allotment of funds to aid in the development and publication of the Statewide Apprenticeship Training Program for Carpenters.

Monthly Statistical Statement -- Apprenticeship standards approved by Administrator Scharrenberg:

1. Automotive and Machinest Trades, Humboldt County (Northern Division) These standards cover apprentices employed by the following dealers and agencies in Eureka:

   Gustafson-Jensen Company
   Paoli Bros. (Plymouth-Dodge dealers)
   K. B. McCarthy (Plymouth-Dodge dealer)
   Bernie Anderson (Chrysler-Plymouth dealer)
   Eriksen Motor Sales (Buick dealers)
   Harvey M. Harper Co. (Ford agency)
   Pacific Garage
   Gustafson Tractor Co.
   Sig Sampson Auto Body Works

2. Thermador Electrical Manufacturing Co., Los Angeles, subscribed to the Metal Trades Apprenticeship Program, to apply to tool and die maker apprentices employed in its plant.

Apprentice agreements received	58	
" " cancelled	2	
" " completed	9	
Total active apprentice agreements		4672
Total number in the Armed Forces		1641
GRAND TOTAL		6313

DIVISION OF IMMIGRATION AND HOUSING

Walter P. Koetitz, Chief

Labor Camps -- The agreement between this Division and the War Food Administration, whereby this Division is a certifying agency for Mexican camps or mixed camps in which Mexican Nationals and local groups of workers are housed has proven to be far reaching in improving labor camps.

During the past month, we were obliged to notify the War Food Administration to remove workers from camps in which the employers failed, refused, or neglected to comply with our orders. Immediately the employers put their camps in good condition. We also advised the War Food Administration to withhold the placing of Mexicans in several camps where the employers had failed to make improvements deemed necessary by this Division. With this cooperation, labor camps will soon meet all Code requirements.

Mexicans employed by the steam roads within the State are moved with a very short period of notice, depending upon the requirements of the railroads to place the group of Mexicans in either section or maintenance of way cars at various places throughout the system. Several large headquarter's camps have been established which are operated more or less on a pool system, the Mexicans being sent to such points as the requirements of the railroads demand.

During the past month, a number of new labor camps were constructed by individual employers and by groups pooling together to construct a central labor camp.

Labor Camps, Auto Courts and Auto and Trailer Camps — Responses were made to 186 calls from operators of camps requesting information on construction methods and Code requirements before making additions, building new camps, or improving those already in use.

Housing -- Inspections of dormitories at San Jose, housing military personnel on leave, were made with the City Building Inspector. Two of the places checked were found to be housing about 400 men and were overcrowded to a critical extent. These lacked ventilation and sanitary facilities and were fire traps because there were not adequate means of exit. Necessary recommendations were made for improvement. This matter of housing military personnel has assumed such State-wide proportions that groups in the Los Angeles areas have petitioned the Governor to amend the Housing Act so that many of its sections will not apply to buildings thus used. Inasmuch as the State Housing Act concerns itself only with the minimum requirements necessary for health, safety, and welfare, the wisdom of such a procedure is seriously doubted.

One five-story fire trap, located in Los Angeles and which accommodated approximately 600 soldiers over week ends, was closed and all furniture moved out after the operator was arrested for violating the State Law. After vacating the building, the case was dismissed.

The program for cleaning up the Vacaville Jap Town is progressing. A conference was held at the office of the District Attorney of Solano County to discuss the procedure of instituting abatement action against the condemned property. One owner has already given permission to the City to tear down her property, and the razing has already been accomplished. Other adjoining owners may also decide to tear down their shacks rather than face court action.

An abatement action is under way in the City of Ontario against the owner of an apartment house for non-compliance with the State Law.

The clean-up of housing conditions at Marysville is proceeding satisfactorily. Many objectionable hovels have been vacated, and other buildings have been put into acceptable condition.

DIVISION OF INDUSTRIAL WELFARE

Rena Brewster, Chief

The "Chief's" Monthly Routine -- Reports for the past eleven months have been devoted to activities of the personnel of this Division, and this report will be devoted to the activities of the Chief of the Division, as her work during the month of February was typical of each month's work.

The Chief spent the early part of February in San Francisco. Complaint had been made that women were deterred from going to work in a certain industry because of bad sanitary conditions. The firm employed approximately 1500 women, 900 of whom were in production, and 600 in the offices. Two-thirds of the number indicated constitutes the day shift and one-third the night (swing) shift. The swing shift did not extend beyond 12 midnight and no women were employed on the graveyard shift. We talked with many of the women and found them well satisfied with working conditions.

The following day was spent in inspecting railroad yards, to ascertain whether they were complying with I.W.C. Order No. 18, covering sanitary conditions. In one building we found bad lighting and ventilating facilities, with too many women crowded into inadequate space. Women were employed in car cleaning and repairing in isolated parts of the yards with long walks to sanitary facilities. Upon return from this trip we contacted the Vice-President of the company who agreed to provide proper facilities. Arrangements were made also for reports to be sent him of inspections of the company's other yards in the State so that all could be brought into compliance with the Order.

Conference was had with a representative of the Canners preparatory to setting up plans for the 1944 audit of canning payrolls.

Return to Los Angeles brought a conference with street railway representatives concerning terminal sanitary facilities for women car and bus operators. An agent of the Division accompanied by a Union representative had inspected facilities at ends of the car lines and found them inadequate and poorly lighted. Suggestions and recommendations were accepted by the company and work is now under way correcting conditions.

Two days were spent in conference with homeworkers and their employers engaged in the hand knitting industry. Testimony from each revealed the necessity of increasing the rate of pay even though the popular idea is that "handwork never pays". The firms are working on simplification of patterns in sweaters and dresses. The variation in knitting time on dresses extends from 36 hours to 170 hours, due to the fact that many of the slower workers are handicapped by age or some physical disability which prohibits fast work. The fastest workers are the European refugee women who admittedly work so fast that one can scarcely see the stitches taken. The garments vary from a simple sweater type, which receives its value from embellishment given later by the employer by means of applique and other finishing touches, to the exquisite dresses with gored skirts (knit to flare) to the cable stitch pattern used in yoke of skirt and blouse, the latter with long, raglan sleeves, a garment which may sell for $100 or more.

Another phase of homework commanding continuing interest is that which may be performed in institutions for rehabilitating patients, from whatever cause, and which may be done by war veterans for therapeutic value. One firm, approached by the Red Cross from this angle, gives out homework in small blocks of wood from which tiny animals are cut by hand.

The monthly trip to San Diego included a conference with 40 industrial relations directors, personnel managers and counsellors, at which the orders of the Commission were discussed and explained. A conference was also held with counsellors from the aircraft industry.

An inspection was made of a large meat packing plant in connection with a request for a war production permit. General working conditions were found to be excellent but weights to be lifted were too heavy for women and suggestions were made for employing two women on the heavy lifts.

Office conferences are arranged with Union representatives, with employers and employees on each trip into a specific area.

Every minute and every hour of the time since my appointment as Chief of this Division has been packed with interesting problems to be solved and I am grateful of the opportunity to serve the women of this State in this capacity.

DIVISION OF LABOR STATISTICS AND LAW ENFORCEMENT

John F. Dalton, Chief

Wages Collected and Complaints Filed -- Unpaid wages in the amount of $46,579 were recovered for California workers during February. This is the largest sum collected in any single month since September 1942. A total of 965 complaints of alleged violations of labor laws was received during the month. Of these, 722 covered non-payment of wages and the remainder, 243, concerned other labor laws as follows: child labor, 91; eight-hour day for women, 59; private employment agencies, 14; collective bargaining wage rates and anti-kick back, 9; semi-monthly pay day, 8; sanitation and ventilation, 7; miscellaneous, 55.

Civil Suits and Criminal Prosecutions -- Nine civil suits were filed during the month to recover unpaid wages for 97 workers, and $3,511 was collected as a result of judgments in civil suits previously filed.

Criminal prosecutions were instituted in February against 26 employers for alleged violations of labor laws. Among the criminal prosecutions was one against an employer for violation of Section 1351 of the State Labor Code, which prohibits the employment of women for any number of hours in one day which combined with the period of time of employment by a previous employer, exceeds eight hours. The defendant, a concessionaire in a night club, employed two women as salesgirls at night after they had already worked eight hours in the same day in a local factory. The court found the defendant guilty and imposed a fine of $250. On the plea that the concessionaire did not understand a violation of the State labor laws had been committed, the judge suspended $225 of the fine on condition that the defendant comply with all of the labor laws in the future.

Inspections — Deputy Labor Commissioners made 692 inspections of places of employment during February. These included investigations of applications submitted under the War Production Act made by the Division for the Director of Industrial Relations.

Requests for Employment Information — The Division has experienced a marked increase in the number of requests for statistics of employment, payrolls, earnings and other data. A number of the recent requests have been made by business concerns which state that they are in need of the information in connection with post-war plans for their respective organizations.

Manufacturing Employment in California -- California factories again lost employees in January. The number of manufacturing wage earners in the State decreased to 861,300 in January 1944, from 878,100 in December 1943. A year ago, 813,900 factory wage earners were employed in California.

Seasonal declines in nondurable goods industries, and a loss of nearly 12,000 wage earners from durable goods plants, accounted for the December-January decrease in factory employment. The number of wage earners in factories manufacturing durable goods which include most of the war industries, decreased to 689,500 in January 1944 from 701,100 in December 1943, but remained approximately

38,000 above the level of 651,600 in January of last year.

Since the peak last August, durable goods industries as a whole have lost approximately 35,000 production workers, principally in aircraft and shipbuilding. Despite record-breaking output, the total number of wage earners in these two industries combined was lower in January 1944 than in any month since January 1943.

Employment in nondurable goods industries decreased seasonally to 171,800 in January from 177,000 in the preceding month, but the current figure represented the highest January on record and reflects war-time increases in chemicals, rubber and petroleum.

Employment of Women -- The number of women wage earners in California manufacturing industries dropped to 238,600 in January 1944 from 244,900 in December. The decrease of 6,300 women was accompanied by a loss of more than 10,000 men in the same period.

Despite decreases in the last few months, the number of women wage earners in January 1944 remained above January 1943 when 185,300 were at work in the State's manufacturing plants; in January 1942, the number was 57,600.

Women constituted 27.7 per cent of the total factory force in January 1944 compared with 22.8 per cent a year ago and 11.1 per cent in January 1942.

More complete and detailed statistics of employment, payrolls, hours and earnings will be found in the Division's monthly reports, California Labor Statistics Bulletin and Employment of Women in California.

DIVISION OF FIRE SAFETY

Joe R. Yockers, Chief and State Fire Marshal

Report of Field Activities — During the past month activities in the Division of Fire Safety have been proceeding in a normal manner. The field work carried on during the past month is as follows:

Clothes cleaning plants inspected	191
Spotting, sponging and pressing establishments inspected	1,828
Business calls on fire chiefs	84
Miscellaneous inspections	249
Total Number of Inspections	2,352

Advisory Board Meets in Fresno — On February 21st and 22nd a meeting of the State Fire Marshal's Advisory Board representing the spotting, sponging and pressing establishments, met in Fresno to discuss various problems of mutual interest to the industry and the Division of Fire Safety.

On the evening of February 17th a meeting of the fire chiefs in the San Francisco bay and peninsula areas was called by the Fire Marshal, where 40 or more chiefs assembled and discussed the proposed program of the State Fire Marshal relative to the drafting and enforcement of fire prevention rules and regulations, in accordance with the Fire Marshal's Act. By unanimous vote the program was endorsed by those present.

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U. S. Department of Labor
Women's Bureau

November 1943

By: Margaret May Anderson

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COMMUNITY FACTORS CONTRIBUTED TO TURNOVER AMONG WOMEN IN SAN DIEGO WAR INDUSTRIES

Persons Interviewed:

United States Employment Service, 1165 Front Street, San Diego
  Mr. William Lee, Assistant Manager
  Mr. Ralph Garland, Statistician
  Miss Ruth Kenoffel

International Association of Machinists, Local 1125, 1133 Fourth Avenue
  Elmer Whitworth, President
  H. R. Pyeatt, Business Representative

Division of Industrial Welfare, Department of Industrial Relations, State of Calif.
California Theatre Bldg., Room 504, San Diego
  Mrs. Maurene Newman, Chief of San Diego Division

Wage and Hour Division, U. S. Department of Labor, 415 Commonwealth Building
  Mr. Lyman Dixon, District Manager
  Mr. Glen Mayfield, Inspector

Federal Public Housing Authority, Linda Vista Housing Project
  Aubrey Davis
  Mrs. Crumley

Amalgamated Meat Cutters and Butcher Workmen of American, AF of L
  Mr. Max Osslo, Financial Secretary and Business Representative

Young Women's Christian Association, 1012 C Street
  Ruth Daughtery, Business and Industrial Secretary
  Eloise Spencer, Health and Recreation Director
  Miss Boyer, Counselor and employment bureau representative

Child Care Counseling Service, 425 Union Building
  Mrs. Osborne

San Diego High School and Vocational School, Spreckles Building, Room 504
  Mrs. Mary McMullen, Dean

11th Naval District, Civilian Personnel Division, 502 Kettner Blvd.
  Captain F. P. Traynor, District Civilian Personnel Officer
  Lt. C. S. Osborn, Executive Officer
  Lt. Albrecht, Labor Relations Officer
  Lt. Loring, Housing Officer
  Ensign Golda Moser, child care and women's employment problems

Dr. Langdon, Child Care Consultant
  Federal Works Agency, Washington, D. C. (visited San Diego in Sept. 1943)

Laundry Service

Those in the armed forces are given priorities in deliveries of laundry and as a result it sometimes takes civilians as long as three weeks to get their laundry back. This was believed one of the causes of high absenteeism among some women war workers. Mr. Woodhead, President of Consolidated Vultee, was reported as having made the statement that he considered the laundry problem one of the chief causes of absenteeism among women at Consolidated.

The laundries have had great difficulty in getting workers because of low wage rates. The rates for most of the laundry workers are from 45 cents to 55 cents. Five of the thirty major laundries in San Diego filed Form 10's with the War Labor Board for wage increases. These were rejected by the War Labor Board because the labor situation was considered not so critical if only five of the thirty filed application. Then also, the Area War Manpower Commission had made some statement that women workers should be available for laundry work because of the number laid off at Rohr Aircraft, the women who had left Consolidated, and the women coming into San Diego to join their husbands in the armed forces. However, in actual practice few of these women were willing to work in the laundries at the wage rates offered.

Now all thirty major laundries are in the process of filing Form 10's for increases in wage rates. These are then to be accompanied by statements from the WMC, USES, Navy, Army, Congested Areas Committee, and Consolidated Vultee Aircraft pointing out the seriousness of the laundry situation. There is now also some discussion of the laundries trying to get piece rates established so that the more skilled operators can earn more money by virtue of their being able to produce more.

Stores, Meat Markets, Restaurants, and Banks

Food shortages were reported by almost everyone contacted and it was considered a contributing cause to turnover among women because of the resulting difficulties in shopping. Food allotments into San Diego are based upon the 1940 civilian population which was around 200,000, and the present population is estimated as approximately 400,000. And no consideration is given to the great number of military installations in the area, and the great number of relatives and friends coming into San Diego because of the men stationed at these installations.

Mr. Lyman Dixon of the Wage and Hour Division assisted on a survey made in January 1943 which revealed that 70% of the customers in the restaurants were military personnel. This means that there are shortages of food for the civilians eating out, and it makes all the eating places very crowded for war workers. Thus, women working in the war plants would have difficulty in taking their families out to eat in public eating places.

The stores and meat markets close at six o'clock and very often there is nothing left for them to buy when they reach the store. Many of the women counselors said that women complained of shopping difficulties with the stores not staying open nights, and the shortages of food and merchandise when they did get into the stores. Some of the women workers contacted personally also complained of this. There was one example cited of a woman having to go to eight different stores before she could get a quart of milk.

There has been some local criticism of the meat cutters union for not allowing the workers to stay beyond six o'clock so that the meat markets could stay open longer. Contacts with the Amalgamated Meat Cutters and Butcher Workmen of America revealed that it was more a question of having adequate supplies of meats than a problem of keeping the meat shops open. Often the meat markets were sold out by around 4 o'clock in the afternoon and there was no object in their staying open later than 6 PM.

The packing house deliveries were reported by the meat cutters union as being 35% below the needs of this area. The union also reported that there would be a scarcity of skilled meat cutters making the keeping of meat shops open longer hours difficult, if their skilled men were drafted as they had been in the past.

The banks in San Diego close at 3PM just as during peace time which makes it very difficult for workers on the day shift to attend to banking matters. The Bank of America is constructing a branch bank near the Consolidated plant, and there is a tentative understanding that it will stay open late. This will be the first bank in San Diego providing such service.

Transportation

Practically all of the aircraft plants visited mentioned the transportation difficulties in San Diego. There has been a committee working on this problem for the past year and one-half but still very little seems to have been accomplished.

There usually are enough buses running from the plants into town, but there are not enough buses running out to the residential areas. Almost everyone agreed that there was a need for cross-town buses which would cut the travel time for the war workers and obviate the necessity to go to the Plaza downtown to change buses which causes a traffic congestion.

There has been some difficulty in getting additional buses to meet the new needs. But there has been an even greater problem of getting drivers and operators for the buses and street cars. There is a bus parked on one of the downtown streets with a sign on it reading:

> JUST ONE OF MANY BUSES IDLE FOR LACK OF DRIVERS.
> UNCLE SAM WANTS YOU TO DRIVE A BUS OR STREET CAR
> TO FIGHT THE BATTLE OF TRANSPORTATION.

The San Diego Street Railway Company is now recruiting women bus drivers in the midwest.

Housing

The OPA rental regulations have aggravated the housing situation in San Diego. The rentals were frozen as of January 1, 1942 which is the low rental season for San Diego because it is the off-tourist season. During the time from 1938 to 1941 the fleet was not in San Diego as formerly and rentals dropped very low. Consequently the rentals as of January 1942 were really at the level of 1939-1941 rentals.

This has given rise to many bad practices to get around the OPA regulations. Some places charge as much as $25 a month extra if there are children in the family.

People looking for houses and apartments advertise in the papers that they will pay a $25 reward, or some such sum, if they can find a house. This actually means that they will pay $25 a month extra each month over and above the listed rental rate, rather than its being a lump sum payment of $25.

Some houses built originally for sale are now open for rent becaus these places are able to charge much higher prices in not being held to a rental level as of January 1942. At the same time there were reported to be many homes in San Diego with rooms to rent, but they were not being opened for rental because of the low level of rentals which they are held to for January 1942.

The 11th Naval District office feels that the local OPA officials should be given power to make local rental adjustments in cases where rentals are frozen to abnormally low levels. This would do much to eliminate the many secret overcharges. Rentals could possibly be based upon an average over a period of time instead of being based upon a fixed sum as of a certain date.

Recruiting workers and housing: There were reports from several sources that people being recruited in the east were led to believe that housing was available for them when they got here. Some of these people have even come into the local housing center and asked for the keys to their house when they arrive in the city. In advertisements in the newspapers in the midwest for workers to come to work at Consolidated there were reported to be statements that housing would be available.

There were also known to be instances where local housing authority representatives have told people they must get a job at Consolidated before being allowed to get a house in one of the war housing projects. The 11th Naval District Office checked on one such case and found that the person had actually been told this at the housing center. The housing officer checked with the housing center and found that some of the people there did have the mistaken idea that some of the houses were reserved for Consolidated workers, and immediately clarified this matter so no more people were told that they had to work at Consolidated before getting housing.

Public housing in San Diego

In the San Diego area there are approximately 10,000 families housed in war housing units. From January 1943 to September 1943 6,000 families have been placed in war housing units. This included both new and reoccupied houses.

Present war housing facilities in San Diego (Sept. 1943):

11,586	Family Dwellings
1,024	Dormitory accommodations for single women
80	Dormitory apartments for women with cooking facilities
650	Public trailers
13,340	

In addition there are spaces for 1000 private trailers. No more than four are allowed to live in one trailer.

There is now an application in Washington for 14,000 additional housing units for San Diego. 7000 are for war industries. 7000 are for the Navy, including 4000 for service staff personnel, and 3000 for war casualties, service families, and men temporarily stationed here while their ships are being repaired and overhauled.

There has been an approval for construction of 3500 family units in Old Town. The War Production Board has just granted AA-1 priorities for this housing project placing it in the same priority rating as Army and Navy work. It is anticipated that this project will be completed March 31, 1944.

In January 1943 there were 2600 unfilled applications for housing and in September there were 3500 unfilled applications on file at the housing center. There have been 1700 vacates in the past eight months but this includes families moving from one unit to another such as those going from Linda Vista to Chula Vista to be nearer Rohr Aircraft.

There is nothing available in war housing except when families leave, and the turnover is now about 50 to 60 families a week. The turnover has diminished in the last month or so.

Linda Vista: Linda Vista is the largest war housing project in San Diego with some 19,000 to 20,000 people. It has a fire department, library, Safeway store, and a large shopping center is under construction. There are more people living there from the State of Illinois than anyother state.

There was at one time a high turnover at Linda Vista but this has decreased considerably recently. In September 1943 there was a waiting list of 600 for houses at Linda Vista.

Preference is given to families with children in Linda Vista because of the difficulties they have in getting housing elsewhere. Below are figures showing the number of children in different age groups living in this housing project:

(September 10, 1943)

3722	Under 5
2236	6 to 11
562	12 to 13
993	14 to 18
7513	18 and under

Riverlawn Dormitories: The Riverlawn Dormitories were originally built for men but they are now being converted over to women's dormitories so that women are now living in some and men in others. Eight of the seventeen buildings were occupied by women in September.

Linen is changed in the beds every week, and two towels are changed every day. The toilets, showers, and laundry basins are in the same rooms in the different buildings. There is no laundry room with many laundry stands and ironing boards because the dormitories were built for men who would not use such facilities. Consequently the women do their ironing in their rooms.

A center is being built which will include a cafeteria, medical center, and recreational facilities. At present there is no place on the grounds where the occupants may get hot food, and they must go some distance down the highway to find a place to eat.

Rates:		
	Large single room	$5.00
	Small single room	4.50
	Double room	3.50

Child Care

Child Care Survey: A child care survey in San Diego City and County was made by the Joint Defense Council Subcommittee on Child Care. The survey was completed in April 1943.

The survey revealed that 22-25% of all working women have children under sixteen years of age. There are 50,000 to 53,000 working women in San Diego which would mean that 11,000 to 13,000 would have children under sixteen. Questionnaires of 5557 women were tabulated and this group had 9371 children, which would mean that there would be close to 19,000 or 20,000 children of mothers working in San Diego.

4708, or 87% of the mothers were satisfied with present child care arrangements for their children, with only 13% indicating dissatisfaction with present arrangements. However, 3658 children, or 41% of the children, were cared for by a neighbor or friend (unlicensed boarding homes), left alone, or supervised by older children:

1214	children cared for by neighbor or friend
1615	children left at home alone
829	children left with older child
3658	

1425 mothers wanted some form of child care service as shown below:

54%	wanted extended day care
34%	wanted nursery care
12%	wanted boarding home care

However, of those wanting nursery care some had children under two which cannot be taken into the nurseries, so that 20% rather than 12% would actually be wanting boarding home care for their children.

The survey showed the following as being the child care needs in San Diego:

1) Facilities for children of mothers on swing shift, or 24 hour care.
2) Facilities for caring for children on Sundays.
3) Additional facilities for caring for children under two.

As a result of the survey a committee was formed to summarize the findings and arrive at some conclusions from the survey. The outcome was the formulation of the attached "Recommended Industrial Policy" with regard to child care problems.

Child Care Facilities in San Diego: Attached is a list of all nurseries and extended day care centers in the city and county of San Diego. This report also gives the capacity of each center and the average daily attendance as of July 1st, August 1st, September 1st, and October 1st. The report for October 1st shows that there was an average daily attendance of just 242 out of a capacity attendance of 455 in nurseries in San Diego City which means the nurseries were only being used 53% of capacity. In the extended day care centers of the city there was a capacity of 1120 with an average daily attendance on October 1st of just 306, or 27% of capacity.

The hours of the centers is from 5 AM to 6 PM. There is no 24 hour care in any of the centers nor is there provision for caring for any children on Sundays. In Chula Vista adjacent to the Rohr Aircraft Company there will be a nursery opened up for 24 hour care as soon as the facilities are completed.

On September 17th Dr. Langdon, Child Care Consultant, for the Federal Works Agency, was in San Diego and I went with her to see many of the nurseries and extended day care centers. A number of the facilities seemed poorly equipped and rather below standard. In some places the beds where the children rested were in cold rooms or corridors. In one extended day care center there was no place inside for the children to play, and this would naturally be a serious problem when the weather turns colder.

The centers in the newer housing projects were much better with good equipment, playgrounds, cooking facilities, etc., but these seemed to be no better attended than the less desirable nurseries.

There are two Navy nurseries, one at the marine base and naval training center housing unit and the other at the destroyer base housing unit. Both have been in operation since June 1943. Most of the children at the marine base and naval training center nursery were from the housing project, Ocean Beach, Pacific Beach, Point Loma, and Linda Vista. Those at the other nursery came from the housing project, Chula Vista, and a trailer camp which is close by.

The general requirement for children to get into the Navy nurseries is that they must be children of service families and the mother must be working. In a few instances children have been taken in when the mother was ill or in the hospital having another child. The nurseries are for both enlisted and officer personnel of the Navy, Army, and Marine Corps. Recently children of civil service employees working for the Army, Navy, or Marine Corps have been declared eligible.

Child Care Counseling Service: Under the child care subcommittee in the defense council there is a child care counseling service with offices in the Union Building. There are two counselors and one secretary who are paid by the welfare department.

Under the main child care committee there is a subcommittee that directs the policies of the counseling service. Represented on the subcommittee are the Catholic Welfare, San Diego War Chest, Spreckels Company, Family Service, City Health Department, County Welfare Department, Ryan Aeronautical, and the nursery schools.

Counseling is given on all types of child care services including boarding home care, extended day care, and nursery care. Although this office was set up for child care counseling purposes other forms of counseling have developed such as on employment, personal problems, licensing of boarding homes, housing, etc.

(See attached report for types of counseling service rendered during September 1943.)

The report shows that there is much counseling on care of infants under two, these children being referred to boarding homes for care. There must be a licensing by the State Department of Social Welfare in all boarding homes. A boarding home is defined by the State as "..... a private family home which accepts one or more children to board with or without compensation, except that this does not apply to the boarding of nieces, nephews, grandchildren, brothers, or sisters." Which means that even a neighbor taking in one child should be licensed.

Fees in boarding homes range from $30 to $60 a month, averaging around $40 a month. Rates are graduated according to the type of home.

Problems related to the child care program.

The turnover reports from the various aircraft plants in San Diego showed that quite a number of women were leaving because of child care problems, and visits to the plants revealed that some women were unable to accept employment because of child care facilities on the swing shift. At the same time the attached report on daily attendance at the nurseries shows that the centers are not being used to anywheres near capacity.

A summary of some of the explanations given for this is given below together with some of the current needs in connection with the program:

1) There is need for more education of the mothers as to the child care facilities available and the use of these facilities.

2) Need for more publicity on child care facilities.

3) Need for more facilities for caring for children under two. There must either be an expansion in boarding home facilities or development of nursery care for infants. The local welfare department officials are opposed to institutional care of infants as the whole trend in the State of California has been away from all forms of institutional care of children.

4) Need for 24 hour care to take care of children of mothers working on the swing shift and graveyard shift. Local officials have been reluctant to start 24 hour care. The counseling service office has ten to twelve calls a day for 24 hour care. The plants in San Diego are getting more and more requests for 24 hour care.

5) Fees are claimed to be too high for some of the mothers. The fees are graduated according to the income of the family and the number of children left at the center. The maximum fee is a dollar a day.

Some of the women counselors in the aircraft plants said certain women with whom they had had contact just could not afford to use the child care centers because they did not earn enough. Many women are not earning as much in war work as commonly publicized, and with the high costs of living they do not have much money left to pay for care of their children.

California is the only state in the country which does not supplement federal funds in the child care program. There is an appropriation for child care but this state money cannot be used until all other funds are exhausted including federal funds. This means that the federal government and parents must bear the entire cost of the nurseries. Because of the relatively low average daily attendance ~~at~~ the fees have had to be kept at the present level to bear the cost of maintaining the centers.

Some of the persons contacted said they knew of instances of where the mothers were willing to pay a private nursery for caring for her children, but at the same time felt that public nurseries should be free. It has also been found that some of the highest priced private nurseries are filled to capacity with long waiting lists, and in some instances the facilities in the private nurseries are not as good as in some of the public nurseries.

6) There were reports that some parents were hesitant about leaving their children at a public child care center for fear of government control of their children, believing the centers were a trend toward collectivism.

7) There were some rumors in San Diego that the children were not being fed properly in the centers, they were not adequately cared for, and some children were learning bad habits. Whether these rumors were well-founded or not they have had something to do with influencing some mothers not to place their children in the child care centers.

A survey is now being made by Ensign Golda Moser of the Civilian Personnel Division of the 11th Naval District, to determine the types of child care needed by women presently employed. The women counselors are keeping a running record of the types of inquiries they are getting with regard to child care so that the current needs for San Diego can be ascertained. A record is also kept of the number of women leaving because of child care problems and the type of service they needed, and the number of women who cannot accept employment because of some child care problems.

An Action Committee has recently been formed under the war housing authority headed by Mr. Aubrey Davis. The committee is composed of the managers from the various war housing projects in San Diego, and the women counselors on child care in the child care centers. The Committee is making surveys in the housing projects to determine why the child care centers are not being used.

The week ending November 6, 1943 there was a report on the findings of a survey now in progress at the Chesterton Housing Project. 65 families have been contacted and in these families there was a total of 121 children under 16. 29 of the 121 children were under 2 years of age which gives some idea of the infant care problem that exists.

The employment status of the women in these 65 families is shown below:

15 - Unwilling to work
7 - Willing to care for children of other mothers working
18 - Presently employed
25 - Willing to work
65

The 18 women employed had 63 children and none of these children were in any of the child care centers but were cared for in the following manner:

7 - grandmother
1 - other relative
1 - sick husband
1 - neighbor
1 - older child cared for younger children
1 - husband and wife both worked on different shifts, so alternated in caring for the children.
2 - housekeepers cared for children
4 - no provision for caring for children

25 of the women expressed a willingness to work under the following conditions:

7 women were pregnant and would like to work after their confinement.
2 women were willing to work part time
16 women willing to work full time on the swing shift if there was some provision made for caring for their children.

With the information gathered by the 11th Naval District Office and the new Action Committee in the housing authority it is hoped that the child care facilities can be improved to meet the new needs of the working mothers. Indications are that the greatest needs at present are 24 hour care, and additional facilities for care of infants.

CHILD CARE FACILITIES IN SAN DIEGO AREA

	CAPACITY	Average Daily Attendance as of: July 1	Aug. 1	Sept. 1	Oct. 1
CITY NURSERIES					
Naval Training Sta.(Navy)	70	17	24	27	33
Destroyer Base (Navy	70	8	16	28	24
Bayview Terrace	33	15	16	23	19
Chesterton	35	10	16	15	19
Clay Street	40	19	18	16	19
Junior League	40	18	25	15	35
Kearney Street	35	17	16	12	13
Linda Vista #1	35	18	22	16	15
" " #2	35	29	25	20	18
" " #3	35	25	25	29	28
Neighborhood House	27	23	16	16	19
Total	455	199	219	217	242
EXTENDED DAY CARE					
Bayview Terrace	70	13	22	18	13
Chesterton	70	19	24	26	33
Kit Carson	105	23	36	33	30
Linda Vista	105	18	31	29	33
Ocean View	35	14	19	11	7
Alice Bierney	70	21	31	40	23
Benjamin Franklin	70	10	21	18	14
Brooklyn	70	18	20	23	16
Central	70	22	19	19	34
Dewey	70	16	22	25	15
Florence	35	10	21	19	19
Hamilton	35	14	16	16	10
Jefferson	70	23	26	19	5
Logan	70	12	16	14	11
Ocean Beach	70	34	36	26	18
Pacific Beach	35	14	16	17	13
Sherman	70	16	22	22	12
Total	1120	297	398	375	306
COUNTY NURSERIES					
Chula Vista M.E. Church	35	13	13	17	16
Coronado	35	17	17	17	15
Escondido	40	29	20	NR	NR
El Cajon (Church)	Awaiting application approval				
Lemon Grove	Awaiting application approval				
Chula Vista Hilltop School	20	14	16	12	9
			21	20	20
EXTENDED DAY CARE					
			5		
Chula Vista Hilltop School	(combined with nursery)			8	11
Chula Vista F Street School	Unlimited	16	22	27	20
Coronado	Unlimited	35	28	27	Discontinued
Escondido	Unlimited	20	19	NR	NR

Report of United States Employment Service

The United States Employment Service in San Diego estimates that 15,000 additional workers will be needed for replacement and expansion purposes in San Diego within the next six months. There is an esteimated pool of just 4000 workers which would seem to indicate the need for bringing more workers in from the outside or shifting workers from non-essential to essential industries.

There are approximately 53,000 women working in San Diego. It is estimated that well over 50% of these women have never worked before.

The local USES office made an analysis of applications from June 21 to July 3, 1943. It was found that 59% of the applicants were in-migrants (had been in San Diego less than sixty days). 64% of the in-migrants brought their families. 67% of the new applications were women and 33% were men. 53% of the in-migrant women had come to San Diego to join a relative or friend in the armed forces. 57% of the in-migrant women were 18 to 24 years of age.

Attached is a copy of the report on new applications made by the USES.

"COPY" Ws.

San Diego Child Care Survey - May 5, 1943

RECOMMENDED INDUSTRIAL POLICY RESULTING FROM SURVEY

"In view of the man power situation in this particular area it is necessary to make available the pool of man power as represented by the women in the community to the industry engaged on war contracts as soon as possible and is as large quantities as possible, the man power shortage and the necessity for filling the manpower schedule is so imperative that the industries are forced to employ anyone who voluntarily applies for employment irregardless of race, sex, or marital status.

It is also pointed out that the industries in this area are greatly interested in the immediate establishing of child care facilities, including both nurseries and extended day care programs for two reasons:

1. To increase the flow of applications from women available for employment.
2. To relieve working mothers now employed of worry regarding the proper care for their children, thus increasing their value in the productive enterprises.

The survey brought out a fourfold program in child care as follows:

1. The problem of the day shift worker who requires both before and after school care for children.
2. The problem of the afternoon or swing shift worker who must have after school care until midnight or perhaps 24 hour care for her child.
3. The problem of Sunday worker who, at present, has no arrangements for the care of her child on that day when she must work.
4. The problem of the worker who has children under two years of age.

It is obvious that the satisfactory solution of the aforementioned problems can only be reached through a close cooperation between those setting up child care facilities throughout the country, the employers of personnel making use of the facilities, and the private and public welfare agencies who have normally, in the past, provided the basic elements of child care. Unless such a cooperation exists the entire program is likely to break down. Therefore, the following specific recommendations are provided as a guide in the field of the industrial policy in the matter of child care.

1. In order to simplify the program of setting up the child care program which incidentally presents a manpower problem it is recommended that some degree of uniformity be reached within the industry in the area in regards to the employment of mothers with child care responsibilities. Wherever and whenever possible an attempt should be made to hire the aforementioned applicants on the day shift so that their working hours may, insofar as possible coincide with the hours the child care facilities are available.

2. It is recommended that the Child Care Coordinator be assigned the additional responsibility of contacting local defense industries in connection with the establishment of a uniform policy setting forth the advantages pertaining thereto.

Recommended Industrial Policy (cont.)

3. Mothers of children under two years of age should not be hired by industry unless, or until, adequate child care has been provided. Generally speaking the employment of mothers with children under two years of age is undesirable.

4. It is further recommended that all defense industries within the area adopt the split shift policy already in effect in some plants in other areas thus enabling mothers who ordinarily would not work al all or who find it impossible to work a full eight hours due to child care and other problems. It is easier to arrange care for children for five hours during the day than it is for ten hours or eleven hours.

5. It is considered advisable to inaugurate the child care program on a 5:00 A.M. to 6:00 P.M. and thereafter conduct a constant study of results with the idea in mind of the possible establishment of twenty-four hour child care services in the event that the manpower problems become increasingly critical.

6. The problem of the Sunday worker is not considered to be sufficienty urgent at the present time to warrant immediate consideration. Adjustments to take care of this group will be a comparatively simple matter once the problem is under way."

# # # # #

OTHER CONCLUSIONS OF CHILD CARE SURVEY MADE IN SAN DIEGO

"The paramount need throughout seems to be a necessity for more child care facilities and a counselling service available to all working mothers desiring advice as to proper placement and care of children, working hours, family problems, and any other service which they might need. When the small number of women, who are dissatisfied with present arrangements, is compared with the number of children inadequately cared for as listed under "present arrangements for child care", it is evident that many of these Mothers are either neglecting their children or are in dire need of counseling. A further need for this service is also indicated by the desire shown for nursery school care for children under two as well as the marked tendency of mothers to attach little or no signifigance to the necessity of making arrangements for the care of the children during illness."

COPY #8.

STUDY OF NEW APPLICATIONS

United States Employment Service
San Diego
June 21 to July 3, 1943, Inclusive

A second study of new applications was initiated by the San Diego U.S. Employment Service from June 21 to July 3, 1943. The study included all new applicants, both local and in-migrant.

Summary

New applications have been decreasing in number since the first of the year, but suddenly increased in June and July, possibly due to summer vacations and regulations of the revised stabilization plan. The percentage of men applying for work has dropped 14% since the first study was made.

59% of the new applicants are in-migrants (persons in San Diego 60 days or less) while the first study showed 43.3% in-migrants.

Housing appears to be the in-migrants greatest problem, with 46% of all in-migrant applicants now living in rooms. The greatest housing need appears to be for apartments. During the two weeks of the study 191 USES applicants stated they needed apartments, while virtually no apartments were available as indicated by newspaper advertisements. Chief complaints of applicants about their housing were high cost, particularly of rooms and hotels; overcrowding, particularly among persons doubling up with other families; and lack of kitchen facilities.

Migration of individuals took place chiefly from the Midwest states, from within the state of California, and from the Southwestern Area.

Service wives and sweethearts comprise 53% of the in-migrant women, while 50% of the in-migrant men came to San Diego seeking work. Only 2.7% of in-migrants are here on vacation.

Trend in new applications

An extension of the study of new applications made from January to April 1943 shows a decline in the number of new applicants until June, 1943, when new applications began to decrease.

Four weeks ending:	Number of New Applications
2-6-43	3590
3-6-43	3198
4-3-43	2981
5-1-43	2611
5-29-43	2406
6-26-43	2765
7-24-43	2782

Unites States Employment Service Report

Of signifigance is the fact that on May 27, 1943, the Southern California Labor Stabilization Plan required that all in-migrants to this area secure Availability Certificates through their local U.S. Employment Service Office. The rise in number of new applications was probably in part due to this ruling. It is possible that the vacation period also affected new applications to some extent.

In the first study of new applications on over-all decline of 19% was observed from the first to the last week of the study. A total of 9,869 new applicants registered from January 11 to April 3. It was predicted that if the same rate of decline continued during the following 12 weeks, only 8,000 new applications would be received during that period. Actual figures for the 12-week period ending June 26 were 7,784.

In the first study of new applications, 47% of the applicants were men 53% were women. In this study 33% are men; 67% are women.

Age Groups

Applications from men, both local and in-migrant, show no heavy concentration in any age group. 85% of the in-migrant male applicants are under 50 years old, as are 80% of the local male applicants.

57% of the in-migrant women are between 18 and 24 years old, as were 40% of the local women. Figures from the first survey showed 54% in-migrant and 32% of the local women falling in this age group. 85% of the in-migrant and 70% of the local women are under 35 years old.

The number of persons 50 years and older entering the labor market has decreased. 17% of the in-migrant men and 20% of the local men fall in this age group, as against 18% and 21% respectively in the first survey. 4% of the in-migrant women and 12% of the local women are fifty years and over, against figures of 5% and 16% respectively on the first survey.

Length of Time in San Diego

59% of the new applicants were in-migrants who had been in San Diego 60 days or less. 41% were local applicants. In the first survey 43.3% were in-migrants and 56.7% were local applicants.

An analysis of the length of time the applicant had been in San Diego shows:

Length of Time in San Diego	Percent of Applicants
10 days or less	36%
11 - 30 days	17%
30 - 60 days	6%
2 - 6 months	6%
6- 12 months	5%
1 Year or More	30%

United States Employment Service Report

Housing

An analysis of San Diego's housing situation as it affects applicants registering at the U.S. Employment Service indicates that the housing problem is most acute among in-migrant applicants. 1351 applicants answered the question on housing, of whom 815 were in-migrants and 536 were local applicants.

A comparison of the type of housing secured by in-migrants and local people shows:

Type of Housing	Percent Local Applicants	Percent In-Migrant Applicants
House	39%	5%
Live with friend or relative	35%	35%
Room	13%	46%
Apartment	12%	11%
Trailer	1%	2%
No Housing	---	1%
TOTAL	100%	100%

Although only 36% of the in-migrants have no families in San Diego, 46% of all in-migrants were living in rooms. 33% of the local applicants stated that they had no families in San Diego, yet only 13% of all local applicants were living in rooms. The preponderance of local persons renting or owning houses (39%) is striking, particularly when contrasted with the 12% who rent apartments.

The table below provides some indication of housing needs in San Diego in that it shows the type of housing with which there is most dissatisfaction.

	House	Apartment	Room	Trailer	Live with Friend, Relative
In-Migrants					
Satisfied	80%	70%	47%	78%	66%
Not satisfied	20%	28%	50%	22%	33%
Inf. not avail.		2%	3%		1%
Local					
Satisfied	91%	86%	71%	67%	88%
Not satisfied	9%	14%	29%	33%	12%
Inf. not avail.					

Among in-migrants, greatest dissatisfaction is with rooms, chiefly because of high costs plus the inconvenience and expense of eating in restaurants. Second greatest dissatisfaction is among the doubling up with friends and relatives, where overcrowding is the chief complaints. Third is dissatisfaction among those renting apartments, where high cost for the type of facilities offered was the chief complaint.

Housing difficulties among local applicants are not as severe as had been expected. 86% of local applicants were satisfied with their housing while 14% were not satisfied. Exclusing persons living in trailers, greatest dissatisfaction among lòcal residents was among those renting rooms; second among those living in apartments and third, among those doubling up with friends and relatives.

261 in-migrants explained why they were dissatisfied with their living quarters. 88 simply wanted a house or an apartment. 43 objected to overcrowding (of whom 28 were doubling up with friends and 15 lived in rooms) 50 stated that they wanted kitchen facilities (of whom 4 were people living in so-called apartments that had no kitchens). 31 claimed their living quarters were too expensive (of whom 19 lived in rooms, 6 in hotels, 3 in tourist courts, and 3 in apartments). 18 stated their living quarters were undesirable; in one case a room was described as ill-smelling unsanitary and a fire hazard. 15 of these complaints came from people living in rooms. 10 claimed they lived too far from town; and 31 had miscellaneous objections to their living quarters.

157 of these complaints came from people living in rooms, including hotels. 72 complaints came from people doubling up with friends or relatives.

Greatest housing need among in-migrants appears to be for apartments, and among both local residents and in-migrants, apartments are secured with some difficulty. It is apparent that non-war workers are having difficulty in securing accommodations other than hotel rooms and rooms in private homes when they arrive in San Diego. In view of the fact that 64% of the in-migrants have families with them in San Diego, some adjustment of housing facilities available to newcomers seems essential.

307 in-migrants (38.5% of all in-migrants) expressed a need for the following types of housing: 166 want apartments; 82 want houses; and 59 want rooms. 66 local applicants (11.2% of all applicants) expressed a need for housing as follows: 34 want houses; 25 want apartments; and 7 want rooms. During the two weeks of this study, 191 U.S. Employment Service applicants sought apartments and it is doubtful whether a half dozen apartments were advertised in the newspapers during that period.

Informed observers state that in some neighborhoods in San Diego people are living in converted chicken coops, garages, and in unsanitary shacks and trailers. This situation has been a source of some concern to public health authorities in the city.

Occupation and Industry in Which Applicant Last Worked

7% of all new applicants were new entrants to the labor market. 61 of the total of 99 new entrants were local people, of whom nearly all were women.

Among both local and in-migrant women, the greatest number left clerical and sales jobs. The next largest number of in-migrant women left professional and managerial positions — most of which were teaching positions. Service occupations were also accounting for a number of women.

The largest number of in-migrant men left skilled jobs, with unskilled and semi - skilled jobs next in importance. Local men left semi-skilled, skilled, and unskilled jobs for the most part.

United States Employment Service report

The transfer from one industry to another by local workers is signifigant when considered in the light of turnover rates in local industries. Quits in aircraft accounted for 78 of the new local applicants. Quits from non-essential industries (barber shops, amusement places, service stations, etc.) accounted for 56 applicants. 53 applicants, mostly women, left laundries and restaurants, and 51 left the retail and wholesale trades. 45 left the teaching field, and 43 (nearly all men) left construction jobs.

A breakdown of the applicants leaving local and out of town jobs and the industries they left is shown below.

Industry Left	Percent Local applicants	Percent In-migrant applicants
Aircraft	18%	8%
Non-essential	13%	8%
Laundry-Restaurant	12%	13%
Retail & Wholesale Trade	12%	11%
Education	10%	13%
Construction	10%	5%
Government	6%	5%
Other essential Industries	5%	14%
Transp. & Communication	3%	4%
Agriculture	3%	5%
Other industries	8%	14%
TOTAL	100%	100%

CHILD CARE PROBLEMS

13.4% of all the women applicants had child care problems. However, child care is of more signifigance among local women, where 19% of the women stated they had a child care problem.

Among the local women there were 67 women who had 116 children. Of these mothers 57% had only one child; 21% had two children; and 22% had three children or more.

62 in-migrant mothers had 102 children. 58% of these mothers had only one child; 27% had two children; and 15% had three children or more.

Most of the mothers were depending upon relatives to care for the children, and only 7% of the mothers intended to use community child care facilities. 12% had not made child care arrangements before applying for work.

Among local women, there were 25 children under 2 years old involved. Among in-migrants only 10 of the children were under 2. However, 43% of all the children (94 youngsters) are under 6 years old and 81% are under 13 years old.

Child care arrangements of local women are no better than those of in-migrant women, indicating a necessity for more publicity on child care.

United States Employment Service Report

Locals of Previous Residence

This portion of the study applied to in-migrants only. The Midwest still remains the area of greatest out-migration, with 29% of the in-migrants coming from that area.

The over-all picture of migration is the same as in the first study on new applicants. Theheaviest proportion of in-migrants came from the Middle Western States. Second, is the migration from within the state of California; and third is migration from the Texas-Oklahoma-Arkansas-Louisiana Area.

Reason for Coming to San Diego

The chief incentive bringing women to San Diego is their desire to be with a friend or relative in the armed forces. 53% of the in-migrant women give this as their reason for coming to this area.

50% of the in-migrant men came to San Diego to seek work. Of these 13% came here for construction work, 13% to work in the shipyards, and 24% to work in aircraft.

Only 2.7% of all the in-migrants state that they were here on vacation, but 11% of all in-migrants came here to join other members of their families.

~~CONFIDENTIAL~~

U. S. Department of Labor
WOMEN'S BUREAU

October 7, 1943 By: Margaret Kay Anderson

CONSOLIDATED VULTEE AIRCRAFT CORPORATION
San Diego Division
San Diego, California (Plants 1 & 2)

Plants visited: September 6, 7, 8, 25 and October 2, 1943

Persons Interviewed in Plant

Mr. James L. Kelly, Division Manager
Mr. Renosin, Assistant Division Manager
Mr. R. A. Lawson, Factory Manager, Plant 1
Mr. Golem, Assistant Factory Manager, Plant 2
Mr. Gerard Tuttle, Director of Industrial Relations
Mr. Thomas F. Vance, Assistant Director of Industrial Relations
Mr. H. E. Pasek, Personnel Director
Mr. Tw. W. Wills, Staff Assistant, Medical Department
Mr. Barton, Transportation Division
Mrs. Mary Jackson, Chief Woman's Counselor for all Consolidated Vultee plants
Mrs. Nixon, Woman's Counselor
Thelma Swank " "
Mrs. McNet, " "

Major H. R. Tremaine, Inspector, Army Air Corps
Commander. C. H. Huntington, Inspector of Naval Aircraft
Lt. Com. Thomas F. Bomar, Assistant Inspector of Naval Aircraft

Others Interviewed Regarding Consolidated

Elmer F. Whitworth, Pres., International Association of Machinist, Local 1125
E. R. Pyeatt, Business Repr., " " " " " "

United States Employment Service, San Diego
Mr. William Lee, Assistant Manager
Mr. Ralph Garland, Labor Market Analyst
Miss Ruth Kenoffel

Young Women's Christian Association, 1012 C Street
Ruth Daughery, Business and Industrial Secretary
Eloise Spencer, Health and Recreation Director
Mrs. Boyer, Employment Counselor

Mrs. Mary McMullen, Dean, San Diego High School and Vocational School
Maurene Newman, Chief of San Diego Division, Division of Industrial Welfare, Department of Industrial Relations, State of California

Lyman Dixon, Chief of San Diego office of Wage and Hour Division, U.S. Dept. of Labor

Mrs. Stotts, former woman's counselor at Consolidated
Mrs. Hock, " " " " "
Mrs. Ferguson, " " " " "

Women workers from Consolidated interviewed at Machinists' Union and YWCA.

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750122
By NARS, Date 2-3-75

Plants of the Consolidated Vultee Corporation

San Diego, Calif. (Plant 1 & 2)
Downey Field, Calif.
Tuscon, Ariz.
Fort Worth, Texas
Nashville, Tenn.

Allentown, Pa.
New Orleans, La.
Elizabeth, N. C.
Wayne

The various aircraft plants in California have been setting up feeder shops in smaller communities to tap additional sources of labor, and bring the plants to the workers rather than the workers to the plants.

The San Diego Division has the following feeder shops:

	Number of Employees			
	Total	Male	Female	
Santa Ana No. 1	148	10	138:	In the Santa Ana shops there is work on bulkheads, tube bending, and fabric and upholstering.
" " No. 2	193	52	141:	
" " No. 3	147	38	109:	
" " No. 4	17	17	- :	
Laguna Beach	370	69	301	(electrical)
Banning	67	22	45	(cable)
Anaheim	96	26	70	(Plexi-glass)
Coronado	102	3	99	(rivet sorting, bench assembly)
Huntington Beach	111	32	79	(bench assembly)
Pasadena	41	14	27	
Placentia	23	9	14	

Consolidated has a very large sub-contracting program and is predominantly an aircraft assembly plant. Ryan, Rohr, and Solar in San Diego are all doing work for Consolidated.

Labor Supply and Demand

Total Factory and Office Workers, Week Ending 9-3-43*

	Total	Male	Female
Plant #1	20,102	12,084	8,018
Plant #2	18,604	9,741	8,868
TOTAL	38,706	21,825	16,881

*See attached report for complete departmental breakdown of these employment figures. These figures include the workers in the feeder shops. In addition to these 38,706 employees there are approximately 2000 additional office workers in the main administration building in San Diego who are a part of the Consolidated Vultee Corporation operations for all plants in the United States.

3500 additional factory workers are needed immediately and have been needed for more than a month. The tentative peak employment figure is 47,000.

There are now 44% women and the plan is to ultimately use 65% women. practically all new hires will be women. In August 1943 54% of the hires were women.

In January and February 1943 there were approximately 45,000 workers at Consolidated, but ever since February there has been a gradual falling off in numbers of employees. Every week since February 1943 there have been more people leaving than hired. Workers have been hired at the rate of 2000 to 3000 a month and terminated at the rate of 3000 to 4000 a month.

Labor Supply and Demand (cont.)

Hires and Terminations from January 1943 through July 1943

	Hires	Terminations	Change
Men	8,028	11,592*	- 3564
Women	12,635	12,031	- 604
	20,663	23,623	- 2960

* There were 3547 terminations for military reasons among the men.

Typical Weekly Hires and Terminations in July and August 1943

Week Ending	Men		Women	
	Hired	Lost	Hired	Lost
8-27-43	176	298	350	410
8-20-43	201	281	347	403
7-30-43	177	407	307	612
7-23-43	185	316	330	435

18% to 20% of the new workers are rehires. Some of the women coming back are those who quit for child care problems, or to have a baby, or because they were so tired they had to take a rest for awhile. The employment office is now making an analysis of the rehires to find out more about the people coming back.

Consolidated had felt for some time that the local supply of workers was exhausted and the results of the San Diego recruitment drive have allegedly proved their contention. In the first four days of the drive 37 women were referred to the plant by the block leaders signing up workers, but only three of the women actually reported to the plant.

Consolidated has in the past recruited workers in almost every part of the United States, but particularly in Texas, Oklahoma, Arkansas, Illinois, Missouri, and other midwest and southwest states. However, the only place where outside recruiting is now being conducted is in St. Paul, Minnesota. The plan had been to get 1500 new workers from out-of-state every month, but from June 1943 to September 1943 there had only been 87 out-of-state workers hired. Outside recruiting has had to be cut down because of lack of housing facilities for such new workers. There is an application in with the FPHA for 13,000 additional housing units for San Diego and 5000 of these are supposed to be ear-marked for Consolidated.

In the very near future Consolidated plans to rent two or three show windows downtown and have some women working on actual production. This is the same idea as developed by Bell Aircraft in Buffalo, N. Y. It is hoped that more women will take an interest in factory work if they see some of the actual operations performed by the women at Consolidated.

An Average of 15% to 20% of the women interviewed at the employment office refuse to take the jobs offered them. Most of these women have no experience or special training, and the majority want office work and not factory work.

There are no longer any requirements as to experience or education nor any maximum age limit for women being hired.

Intake Procedure

Hiring is done for both plant one and two at a central employment office on Moore Street a short distance from the plant sites. There is also a sub-employment office in South San Diego, but only about fifty workers a week are referred from this office. The company also has its own interviewers at the USES office, and every half hour a station wagon takes applicants from this office to the Moore street office.

The entire hiring process from the time a person first makes application until hired takes approximately two hours. The general sequence of steps involved is as follows:

1) Receptionist: The person applying gets an application from the receptionist and fills it out. The receptionist answers questions regarding filling out the form and provides other general information. She then checks the application and refers the person to one of the windows for factory workers or one of the windows for office workers. (See copy of application form)

2) Window interviewer: The window interviewer checks the application and the person's employment background to determine the type of work she should be assigned to. She also checks availability certificates. All workers are given a physical code in conformity with the company's physical placement program, (See section on Physical Placement Program) and the intake interviewer gives each applicant a code which is later verified by the medical department when the person is given an examination. Some inquiry is made as to what provision mothers have made for care of their children, and in exceptional cases the women are referred to the employee service woman in the office who has information on child care facilities. Practically no workers are ever turned away because there is the feeling that the children are not adequately cared for.

Approximately 60% of the workers are hired and assigned to a job by the window interviewer, and the entire interview generally takes about fifteen minutes. The other 40% are referred to a final interviewer.

3) Final Interviewer: When the window interviewer is in doubt as to what work a particular person should be assigned to, or if there is some special problem in connection with the person's employment she is referred to a final interviewer. The final interviewer gives more detailed counseling service and spends as much time as necessary on each person.

4) Counseling: There is a person from the employees service division of the Industrial Relations Department who is in the personnel office to provide information on rationing, housing, transportation, child care, etc.

5) Placement: Each day a new requisition sheet comes out showing the departments and occupations in which new workers are needed. (See sample copy of requisition sheet for Sept. 6, 1943) Each department attempts to anticipate its labor needs as far ahead as possible according to management. The requisition sheet shows the shifts for which workers in different occupations are needed, the number of workers requested, the priority rating of the job order, and the physical placement code which a worker must have for the job. Job orders are given priority ratings of AA, A, B, and C.

There are certain jobs which require no training and these are starred on the requisition sheet for direct assignments by the intake interviewers. The rest of the jobs require pre-production training of at least four weeks. (See pre-Production Training Section).

An attempt is made to take advantage as much as possible of each woman's experience but actually over 90% of the women have no previous factory experience which qualify them for any work in particular according to the employment manager. It is not always possible to place women in jobs where they will feel most satisfied because the job requisitions open at the time she applies are the jobs which must be filled. It was suggested to management that possibly the labor needs of the departments. could be anticipated a little farther ahead so that at any one time there would be more jobs open for more selective placement of women coming to the employment office.

Each interviewer was reported as knowing the likes and dislikes of the various foremen and their special requirements. The interviewers are supposed to have spent a month in the plant before ever starting interviewing so that they are familiar with the jobs. Then for six months after starting interviewing they are supposed to spend a certain amount of time in the plant to familiarize themselves with the jobs on which workers are being placed. However, reports from other sources indicate that this is a fine plan of the company but actually not many of the interviewers know muc about plant operations.

As already pointed out, all workers are coded as to physical abilities and job assignments are guided by these codes.

6) After being either assigned to a job or registered for training at the Ford Building in Balboa Park, the applicant is fingerprinted, photographed and signed up for war bonds.

7) Physical examination: The physical examination is given at the very end because of the feeling that there is no point to examining workers who are not to be hired. Furthermore, with the relaxation of physical requirements and hiring of "limited" workers, practically anyone can work at the plant irrespective of physical condition. Practically no one is rejected on the examination. The main reasons for ever rejecting women are due to recent operation, a bad pelvic condition, or very bad vericose veins. Men are rejected mainly for visual defects and hypertension.

The physical coding designated by the intake interviewer is checked by the doctor, but rather surprisingly the interviewers generally judge a persons code bery accurately.

8) Induction: The first two hours of the first day of reporting to work at the plant is spent in an induction class. This covers company rules, history of the company, safety rules, and the showing of a movie. This is for both men and women. At this time the woman's counselor also gives a brief talk to the women on child care, safety clothing for women, keeping fit for the job, etc. This talk to the women by the counselors is very brief and some counselors emphasize some things more than others. The women are also told about certain physical exercises recommended by Dr. Dick to relieve cramps if they are troubled with that during their menstruation period. The exercises are demonstrated when the women want to know about them.

9) The department clerk takes the new workers to the foremen and introduce them. The foreman makes the actual job assignment.

Physical Placement Program

(See enclosed reprint from Industrial Medicine, May 1943, on Physical Placement Program)

In January 1942 the physical requirement for workers were lowered and handicapped or "limited" workers -- as the company prefers to call them -- were taken on with no particular program in mind for them. There began to be many breakdowns among these workers because of improper placement, so consideration began to be given to special placement of workers on the basis of physical qualifications.

Each department was surveyed for jobs suitable for limited workers bearing in mind the type of handicapped worker that could be used. A code was then set up stipulating the physical requirements of the job.

Codes were also set up for workers as a key to work they would be able to do. All workers are coded under four general classifications A, B, C, ANd D; then there are 16 modifying codes that qualify the general classifications as shown below:

GENERAL

A - Indicates worker capable of heavy sustained labor
B - Indicates worker capable of moderately heavy labor
C - Indicates worker capable of light labor
D - Indicates worker capable of very light labor

MODIFICATION

1 - Worker with monocular vision or severe visual defect
2 - Worker with severe defect of hearing
3 - Worker who should have partial sitting
4 - Worker capable of sitting job only
5 - Worker with poor coordination
6 - Worker with nervous instability
7 - Worker with sensitive skin
8 - Worker with one arm. (Amputation)
9 - Worker with hernia
10 - Worker with tendency toward developing hernia (Relaxed rings, large abdominal scars)
11 - Worker with history of back strain or injury
12 - Worker with chronic illness. (Cardiac lesions, nephritis.)
13 - Worker with aphrasic characteristics. (Senile.)
14 - Worker with arrested T. B. C., asthma, chronic bronchitis.
15 - Worker unsuitable for climbing, working around dangerous machinery. (By reason of age, weight, or other factors -- diabetes, epilepsy, hypertension, leg defects.)
16 - Worker with partial limitation of one hand.

The highest rating given a woman is a straight "B". Avery common classification for women is C-3-15

The placement of handicapped or limited workers is followed up by the safety department. Sometimes these workers are given a later physical examination to see the effects of the work on them, and possibly reassign them to other work if necessary, but this has seldom been needed. Workers with one arm, one leg, deaf mutes, etc. are among the types employed in some numbers. In February 1943 there were 3600 "limited" workers who had been placed in the factory.

The absenteeism rate among these limited workers is only one-half of that among other workers. The turnover rate is also lower among limited workers.

Pre-Production Training

Over fifty percent of the women hired must take pre-production training before being placed on production in the plant. The four following courses are given at the Ford Building in Balboa Park for Consolidated workers:

Bench Assembly
Sheet Metal
Riveting
Machine Shop

The trainees are paid while in training starting at 60 cents a hour. The instructors are paid by the Board of Education.

The trainees must report just as if they were working at the plant, and the shifts are even the same as at the plant from 7:30 AM to 3:30 PM and 4PM to 11:30 PM. They attend six days a week, 48 hours a week.

The length of the training courses have varied from time to time depending upon the labor needs at the plant, etc. At present the trainees are kept at the school for four weeks. Although in training they work on actual production parts which are later used in planes.

In the course in bench assembly, sheet metal and riveting the first 44 hours are spent on more or less general induction training. This covers personal adjustments to the job, physical fittness for work, safety, indentification of hand tools, etc. They are then placed on the floor to begin training on skills for the job. The training people felt that more could be done on this induction phase as it has not been stressed very much, the main emphasis having been on skills for the job.

In the machine shop course there is only four hours of induction before being placed out on the floor to begin learning machine operations. However, there is a certain amount of safety instruction, etc. taught during this training on the floor.

After completing the training course the workers are assigned to the shops which the intake interviewers originally designated on their application cards. However, at times there are deviations from these original job assignments because workers are needed badly in some other department and the school is the best source for getting a group to fill the demand immediately. This has given rise to the charges that workers are trained for one type of work and then placed on something entirely differdnt. The company seeks to minimize the extent to which this takes place, but the workers are apt to emphasize it.

Hours

The regular work schedule for the plant is 6 days a week, 8 hours a day, 48 hours a week.

The company has an exigency permit to work women 10 hours a day and 56 hours a week. The permit also allows them to work women two seventh days in any four week period. So far not many women have been worked 10 hours a day or 56 a week. A few are sometimes asked to work on Sundays.

	Plant 1	Plant 2
1st shift	7:30 AM - 3:30 PM	6 AM - 2:30 PM
2nd shift	4:30 PM - 1 AM	2:30 PM - 11 PM

Hours

There is no third shift except for a few maintenance men. The third shift has had to be discontinued because of not having enough workers to man it.

There is no shift rotation.

There is an eight cent and hour bonus for swing shift workers.
The graveyard workers work 6½ hours but are paid for eight hours, and they get an eight cent an hour bonus.

There are one-half lunch periods for factory workers.

Rest Periods: February 15, 1943 all the aircraft plants in San Diego put in a system of rest periods for all men and women. There are two ten minute rest periods and all workers are off at the same time, so that there is a complete plant shut down for ten minutes.

The workers are not supposed to leave their work stations during this time, and the women are not supposed to use this time to go to the rest rooms. In actual practice some of the women report that they did go to the rest rooms and the rest rooms were very crowded during the rest period. Some of the women talked to reported that they would sooner go to the rest room during their rest period so they would not have to leave the job when working with a man as a helper. They contended that some of the men resented when the women went to the rest room.

Prior to the uniform rest period provision only women who were on jobs requiring constant standing were given rest periods.

The rest periods has had no noticeable effect on production, but it has cut down the number of calls to first aid stations by lowering the accidint rate.

Part Time Employment

Men are employed on four hour shifts six days a week. Sixteen and seventeen year old school boys and professional men have been the chief part time workers.

Part time employment of no kind has been opened up for women nor is such employment being contemplated very seriously at present. Management fears that so many of the women now employed will want to work just part time, that they will lose in total manpowers rather than gain by letting women work part time. A 40 hour week for women was suggested to the Factory Manager at Plant 1 as a means of diminishing cumulative fatigue among women with household responsibilities. He agreed that it would be much better for the women, but was afraid it would result in a cut in their already diminishing manhours.

Douglas Aircraft was reported as opening up part time employment for women and found that sme of the women already employed wanted to go on part time but they were refused. Aslo, it was found that there was a 50% turnover among the part time women within the first two months.

Wage Rates

Beginning 60¢
30 days 65¢
60 days 70¢
90 days 75¢

There are automatic wage increases from 60 cents to 75 cents. At the end of 90 days a worker is placed in sme job classification.

All work is on straight time work.

There is a wage review every six months.

Wage Rates (cont.)

The minimum rate for office workers is $100 a month base pay. Those with any experience at all are started at $130 a month. Because the office and factory rates are so nearly the same this company has no difficulty in getting office workers as some war industries do.

Rest Room Facilities

Some of the women complained that there were not a sufficient number of cots and chairs in the rest rooms. Also there was no hot water which made washing very difficult. Soap also clogged in the dispensers making washing difficult.

Food Service Facilities

There are now a few mobile canteens in different sections of the plant but there are no inside lunch rooms or tables where workers may eat their lunches. The canteens serve one hot plate, sandwiches, hot coffee, milk, milk chocolate, cup cakes, doughnuts, candy, peanuts, nuts, and cigarettes. The union contends that there have been cases of food poisoning resulting from food served at the canteens.

The company now has an application in for the construction of seven cafeterias. There are to be two cafeterias outside the gates, one at plant one and one at plant two. These will have continuous service 24 hours a day, and will be open to both workers and their families. There will be two cafeterias inside the gates at plant two and three inside the gates at plant one. There will be food service on all three shifts, and breakfast may be served in some of the inside caferterias in addition to the two outside cafeterias.

Pregnancy Policy

The present policy on pregnancy is that pregnant women must leave at the end of twelve weeks. They are discharged rather than given a leave of absence.

At one time the group hospitalization plan covered maternity cases. Women were paid $90 when they terminated, and the larger part of their hospital and doctor bills were also paid. This has now been changed so that they must have had the insurance for at least ten months prior to confinement before they are entitled to benefits. This had to be done because some women were allegedly coming to work at Consolidated just to have their confinement taken care of.

There have been a number of cases of miscarriages in the factory. The Factory Manager at Plant 1 told of a case where a girl had worked on the final assembly line on the 22nd of the month, her child was born on the 23rd of the month (the next day), and she was back on the job on the 29th of the same month. This was an instance of where pregnancy was hardly noticeable.

Safety Program

Some safety instruction is given in the two hour indoctrination for all new workers and there is supposed to be continuing safety instruction on the job. In going through the plant it was observed that many women were not wearing proper hair coverings and a number wore open-toed shoes.

The woman counselors have done a certain amount of safety enforcement among the women and reporting of violation of safety rules to foremen. However, it was reported from different sources that not all the supervisors were too concerned with enforcement of safety regulations and there was a certain laxity in the whole safety program.

Labor Organization

The International Association of Machinist, Local 1125, has a contract with the company for sole bargaining rights. There were reported to be 25,000 union members out of a possible 30,000. There are some 8,000 workers at the plant who do not fall within the jurisdiction of the union.

Woman Counselors

Consolidated first had a system of matrons to watch over the rest rooms, their chief function being to police the rest rooms so there would be no loitering. The women workers were reported as disliking these matrons very much, and there was some bad publicity about them in the union papers when they were first placed in the plant.

The functions of these matrons was gradually expanded to somewhat of a general counseling of women on personal problems, but there was no clear cut designation as to what their duties were. These women came under the foremen and factory managers and were a part of the production departments rather than a part of personnel or industrial relations. Their functions had to do mainly with counseling on personal problems, child care, ousing, and transportation. They had little or no actual authority and apparently little status among the male supervisory staff! The union contended that the foremen paid no attention to them. Some of the women interviewed said they seldom saw the counselors and felt they were rather ineffective.

A new counselor system was put into effect on October 1, 1943. All of the old matrons or counselors plus 40 additional women selected in the plant completed a nine weeks training course prior to October 1st. Class room instruction was given six hours a week for nine weeks. The course was sponsered by the Industrial Training Division of Consolidated and the University of California. (See outline of some of lectures given which is enclosed.)

A woman has been appointed as Chief Woman's Counselor for all Consolidated-Vultee plants in the country, and she has offices in San Diego. She works out of the Industrial Relations Department for the entire Corporation. She formerly raised and trained horses in Virginia and there has been much local criticism of the selection of her for such an important position. Since her appointment there has apparently been a great tension among all the matrons and counselors first employed in the San Diego Division because of rumors of the pending shake-up in the counselor system. Four of the first counselors to be employed were asked to resign or were discharged, and they all felt that they had been delt with very arbitrarily with little or no explanation as to why they were being dismissed.

There will be one Chief Counselor for the San Diego Division responsible to the Division Manager. Under her will be a Head Counselor for plant 1 and a Head Counselor for plant 2 responsible to their respective factory managers. Under the Head Counselors will be counselors out in the shops. There are to be two shop counselors to each building, which will mean one counselor to about every 450 women.

The counselors being under the factory managers are to work very closely with the foremen and assistant foremen. Their functions are to be clearly defined to these men so there is no question as to their function or status.

Women Counselors

It is hoped that the new counselors will be able to cut down absenteeism and turnover among the women. They are to interview all absentees as well as all women expressing an intention to leave. Each woman must have a clearance slip form her counselor before she goes to the pre-termination interviewer for a final release from the plant., Contemplated lay-offs and discharges of women are also first to be cleared with the counselor so she can make some adjustment if possible.

Below is an outline of the functions of the new counselors as set forth by the company:

FUNCTIONS OF COUNSELORS

I

I. Induction Talk to Women.

II. Introduction of Women to Their Department and Acclimating them to their surroundings.

III. Between Employees start and Third Day, Contact Clerk For Employees Second Sheet and Review Record and Physical Coding, Also Check With Assistant Foreman on Their Progress.

IV. Employee to Come to Counselor on Third Day of Employment for Review and Talk.

II

I. Interview employees on all problems and any matter they would hesitate to make known personally to a male supervisor or that were beyond the control of the foreman.

II. Check with clerk and interview all absentees, followed by written report to foreman on absentees that show need for job adjustment or contact Industrial Relations, Medical or outside sources for personal adjustments.

III. Pre-pre-termination interview. Following the foreman's interview tith the employee that has stated intentions of terminating. The Counselor will interview the girl for the purpose of salvaging her. If salvage is impossible the Counselors will make a pre-termination interview appointment with Industrial Relations.

IV. Contemplated lay offs and discharges, prior to actual action, will be coordinated with the Counselor, with the view of possible making other disposition in the interest of reducing turnover and salvaging woman power.

V. The Counselor to keep informed and in contact with Community agencies rendering services or assistance to employees.

VI. The Counselor to notify employees of any emergency messages received by the plant upon receipt of information direct from Industrial Relations.

VII. Counselors to be notified of contemplated loans or transfers so that they may check on physical coding of individuals noted as limited and transmit such findings as deemed necessary to formen of both departments infolved and to follow up after the assignment with assitant foreman or leadman.

VIII. It shall be the Counselors duty to call to the attention of Management conditions detrimental to the physical well being and productivity of employees.

IX. The Counselor is to be notified of any employee's visit to the Hospital and the follow through for the necessary length of time following, especially in cases of plant injury

X. The Counselors to assit the foreman by counseling the worker on rule infractions, unsatisfactory conduct and situations involving disciplinary action.

Absenteeism (See enclosed monthly absenteeism reports for June, July & Aug.1943)

Absenteeism was looked upon by management as not being nearly as great a problem as turnover. Some typical absenteeism rates are shown below these rates including both authorized and unathorized leaves.

Week Ending	Average	Male	Feamle
July 9, 1943	6.89	5.43	8.92
Aug. 13, 1943	6.49	5.15	8.29
Aug. 20, 1943	6.61	5.06	8.71
Aug. 27, 1943	6.66	5.21	8.30

Daily absentee rates, as taken from the detailed absenteeism reports enclosed, exclude absences due to vacation with pay and authorized leave without pay, hence these rates are lower then those shown above. They show absenteeism rates running consistenly higher among productive workers than non-productive workers. Also, the rates are consistently higher among the women than among the men.

DAILY ABSENTEE RATES

	June 1943			July 1943			August 1943		
	M	F	Average	M	F	Average	M	F	Average
TOTAL	4.41	7.25	5.60	4.85	7.73	6.07	2.72	5.49	3.90
Productive	5.41	8.50	6.73	5.44	8.85	6.86	2.99	6.45	4.41
Non-Productive	3.46	6.73	4.54	4.30	6.86	5.39	2.45	4.62	3.35

The absenteeism reports for the three months of June, July, and August 1943 indicate that 39% to 43% of the women were out due to Personal Illness as compared with 28% to 34% men out due to this reason. Serious Illness in Immediate Family accounted for 5% of the absenteeism among women, and 3% to 4% of the absenteeism among men. 11% to 13% of the women were away on authorized leave of absence without pay and 18% were away on vacations with pay. 78% to 80% of the absenteeism among women was classified as "Excused Absentes".

Management believed much of the absenteeism among women could be attributed to shopping difficulties, child care, difficulties in getting to beauty parlors and banks, and inability to get clothes washed at commercial launderies without waiting for many weeks.

The new absenteeism control plan of the Aricraft War Production Council was put into operation at the end of September 1943. Under this plan absenteeism comes under the control of foremen and supervisors in the department in which the employee works. When a worker returns from being out he will find a red card in his time card rack. On this card are printed 25 possible reasons for absenteeism and he is to check one as his reason for being out. He must then take the card to his supervisor and discuss his absence with him and have the card signed. If he has been out due to an injury or illness he must report to the first aid department where one of the attendants must certify that he is physically able to report for work.

The possible 25 reasons for absenteeism shown on the card include: transporation, housing, child care, banking, shopping, utilities, marketing, laundry, barber and beauty parlor, court summons, medical and dental services, car repairs, home duties, personal reasons, personal injury or illness, illness or death in family, industrial illness or injury, to be with spouse (military), not enough work. weather, military necessity, rationing, overslept, religion, miscellaneous.

Pre-Termination Interviewers

Consolidated has what are termed pre-termination interviewers who are substantially the same as "exit interviewers" in other plants. The foremen make the first attempt to salvage workers who say they are going to leave, and if they are unsuccessful in saving them the pre-termination interviewers make at last attempt at salvaging them. Before a person gets a release from the plant he must go through the pre-termination interviewer. As much time is spent with each person as necessary to make an individual adjustment in each case if possible, according to the employment manager.

16-18% of those interviewed are salvaged, and a person is not considered salvaged until he has been back on the job for two weeks.

Dispute with the International Association of Machinists Regarding Pre-Termination Interviewers: The Machinists Union has had a controversy WITH THE COMPANY OVER THIS SYSTEM OF PRETERMINATION INTERVIEWS. The union contends that in some cases these interviewers have been used to persuade certain higher paid workers to leave the plant. This practice is reported as having started about five or six months ago when "Little Steel" gained the controlling interest in Consolidated.

The union contends that the pre-termination interviewers have induced workers to quit on the basis that there was no more work available for them in their particular wage bracket or there were no more jobs open that they could do. This was reported as having happened among a number of women who had worked in departments which were moved out to feeder shops. Upholstery, tube bending, electrical, and plexi-glass are some of the shops placed in smaller communities and these were some of the biggest women employing departments. And, many of these women had worked up to 80 and 90 cents an hour which is considered high for women.

These women were allegedly told that there was no more work suitable for them in their particular wage bracket and their old jobs were discontinued, hence they were asked to resign. These women were then shown up on the turnover reports as having left for "personal affairs", as the company was supposed to have told them that it would look better for them to resign then to be shown as discharged. The union claims that some of these women went down to the USES office and applied for work, and after a short time were referred back out to Consolidated on jobs paying only 60 cents an hour. Others left town and some got jobs elsewhere.

Because of this alleged practice the union refused to cooperate in the recruiting campaign for women conducted in San Diego during the month of September 1943. The union reported this situation to the War Manpower Commission, the War Production Board, and the company officials, several conferences being held with representatives of each. To clarify this whole matter the company finally agreed to have representatives of the WMC sit in on the exit interviews or conduct the exit interviews to find out actually what was going on among the pre-termination interviewers. It was first agreed that these representatives were to go into the plant on August 30 but the company refused. There was then a new agreement that they were to go in on September 6 but again the company refused in the last minute. After then the whole matter was dropped because the WMC had no authority to go in without the approval of management.

The employment manager at Consolidated said that in the shift of some departments to feeder plants some women had actually been released because there was no work suitable for them. However, he contended that the number was very small. These women were primarily the older ones who had to have work sitting down and there were no such jobs open at the time.

Pre-Termination Interviewers

One of the former woman counselors said she knew of a number of women who were released as a result of shifting departments to feeder shops. These women were told by the exit interviewers that there was no more work available such as they had been doing, nor was there work in their wage brackets. A number of these women were power machine operators, some of whom were earning over a dollar an hour.

None of the women workers from Consolidated who were interviewed knew of instances of where the pre-termination interviewers has influenced a worker to leave. However, they said it was quite common for some of the foremen to tell the women to quit if they did not like something about their job or their pay. They seemed to feel that the foremen were more instrumental in influencing some women to quit than were the pre-termination interviewers.

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TURNOVER

(See enclosed detailed turnover reports for June, July and Aug. 1943)

Turnover is considered a much bigger problem at Consolidated than absenteeism. In spite of the high turnover the plant has so far been able to meet its production quotas. However, with the increased production schedules for Consolidated like for other aircraft plants, it will not be able to meet its quotas if something isn't done to cut down on turnover and stabilize employment.

A summary of the turnover reports for the three months of June, July, and August 1943 is shown on Page 16. The average turnover rates during these three months were 7.40, 9.79, and 7.22%. In two of the months the turnover rates for women were twice as high as for men. The turnover rates for non-productive workers are shown as generally running lower than for productive workers.

A summary of causes of separations as taken from these three turnover reports is also shown on page 16. 47%, 50% and 55% of the women left for "personal affairs", and 26%, 32%, and 35% of the men left for the same reason. This is a broad classification covering such reasons for leaving as child care, leaving town, illness in family, to get married, returning home, etc.,

The second predominant reason for women leaving was due to ill health with 23%, and 26% leaving for that reason in the three months, as compared with 9% and 11% of the men leaving for that reason. "Prolonged absence" accounts for 8% 8% and 10% of the terminations among women. The report shows that only 5% to 6% of the women were reported leaving because of unsatisfacbory job, unsatisfactory wages working hours, or working conditions.

Management's outlook on causes of turnover

Management did not feel that the persons leaving were always giving the correct reason for terminating although the pre-termination interviewers made every effort to find out why the workers were leaving. There was a certain feeling expressed that turnover was more or less natural when consideration is given to some of the factors involved.

1) Service men's wives: A very high proportion of service men's wives was reported as employed and there will naturally be a high turnover in this group as they leave to join their husbands. Many of those leaving for "personal affairs" are in this category.

2) Type of new employees: A great number of the workers now hired would normally not be hired, such as more or less "drifters" shopping around for jobs, women who have never worked before, people not physically qualified to hold down a full time job, etc. The employment manager said he thought at least thirty percent of the turnover could be attributed to hiring of such people who are an unstable labor force.

3) Community facilities: The Factory Manager at Plant #1 thought turnover could be cut in half if community facilities were re-engineered to meet the new needs of women in war industries. The population of San Diego has increased by 150,000 people and this has naturally caused problems of housing, transportation, food supplies, etc. One of the main problems of women on the day shift was shopping, getting to beauty parlors, and paying public utilities. This is not a problem for the women on the swing shift. The fact that San Diego is composed of many rather conservative retired people has caused a lag in getting community action to keep the stores open, revamp the transportation system, etc.

MONTHLY TURNOVER RATES FOR MEN AND WOMEN AND PRODUCTIVE AND NON-PRODUCTIVE WORKERS
(June, July, and August 1943)

	JUNE			JULY			AUGUST		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Total	5.47	10.06	7.40	8.00	12.23	9.79	5.04	10.17	7.22
Productive	6.23	11.55	8.50	6.56	12.75	9.14	6.06	11.76	8.39
Non-Productive	4.55	8.36	6.05	9.22	11.71	10.23	6.93	9.42	7.96

SUMMARY OF SEPARATIONS BY CAUSE

	JUNE			JULY			AUGUST		
	Male	Female	Total	Male	Female	Tot.	Male	Female	Tota
Transferred to Other Division	-	-	-	28.8	7.0	17.3	22.5	3.9	12.3
Military	16.74	0.39	7.40	12.1	0.3	5.8	11.5	0.3	5.4
Health	11.94	23.56	18.57	9.6	26.0	18.3	9.2	23.5	17.0
Living Conditions	1.25	1.27	1.27	1.5	3.6	2.6	2.6	3.8	3.2
Personal Affairs*	36.43	55.15	47.12	24.2	47.4	36.5	32.1	50.4	42.1
Unsatisfactory Wages	2.73	0.72	1.58	2.8	0.5	1.6	2.6	0.6	1.5
Unsatisfactory Job	11.06	4.49	7.31	6.0	3.6	4.7	6.7	4.0	5.3
Working Hours	1.40	0.28	0.76	1.2	0.4	0.8	1.2	0.5	0.8
Working Conditions	1.33	0.61	0.92	1.1	0.4	0.7	1.2	1.2	1.2
Violations of Co. Rules	7.23	1.22	3.80	4.1	0.6	2.3	4.0	2.1	3.0
Prolonged Absence	7.82	10.91	9.59	5.8	8.3	7.1	4.5	8.3	6.6
Unsatisfactory Production	1.70	1.39	1.52	2.8	1.7	2.3	1.8	1.3	1.5
Laid Off For Lack of Work	0.37	---	0.16	---	0.2	0.1	0.1	0.1	0.1
TOTAL (Percent)	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.
TOTAL WORKERS	1356	1804	3160	1897	2132	4029	1488	1793	3281

*Personal Affairs include such as the following: child care, illness in family, to get married, to be with spouse, returning home, leaving town, etc.

Management's outlook on causes of turnover

3) Community Facilities (cont.)

Shopping:

The pre-termination interviewers said many women complained of shopping difficulties and wished that the meat stores and grocery stores were open at night.

Some of the women workers interviewed also complained of the difficulty in getting foodstuffs because by the time they reached the stores everything was picked over. Also, they had very little time for shopping with the stores closing at 6PM. Others in the community who had contacts with women workers also felt shopping was one of their big problems.

Transportation:

A need was expressed for cross-town busses and busses capable of going up steeper grades. Apparently local residents and the San Diego Street Railway have opposed changing the bus routes and putting in new bus lines through certain of the residential areas., There is a promise of twenty cross-town busses which should partially alleviate this transportation difficulty.

45% of the people of Consolidated using the public transportation system have to transfer at the Plaza downtown. This takes a great deal of time and causes a congestion in traffic.

There were 61 busses in San Diego at the time of Pearl Harbor and there are now 251. At the change of shifts there are special busses running from the plant to Linda Vista, La Jolla, Pacific Beach, and Ocean Beach. The most distant point from which workers come is about 45 miles.

The Machinist Union reported some workers ashaving quit because of transportation difficulties. Some are workers having to get up at 5 AM and 6 AM and drive many miles through dim-out areas where there have been some bad accidents.

There have been committees working on the transportation problem in San Diego for over a year. The committees have taken the problems up with Captain Acker and Lieutenant Higgins of the Army Transportation Corps in Los Angeles, and Mr. Sam Mason of the San Diego Street Railway.

4) Child care: The women counselors felt child care was one of the big problems of women in the plant. A number on swing shift have been lost because of lack of 24 hour child care facilities. Some women have complained to the pre-termination interviewers that the fees are too high, a number took their children out of the child care centers during the polio scare.

5) Personal Illness: The pre-termination interviewers felt that 85% of the women leaving for personal illness were suffering from cumulative fatigue. Many come in and say they are just too tired to work any longer. Some of the older women say they are not only tired but they feel terribly irritable and want to quit. Persons leaving for personal illness cannot be forced to report to the medical department, but as many as possible are sent to the medical department.

Some of those leaving for illness have sinus trouble or asthma and they find that they cannot stand the San Diego Climate.

At the end of six or eight months many of the women were reported as just too tired to work any longer, and some ask for a leave of absence and when leave is not granted they quit. The foremen were reported as strict in granting leaves.

Management's outlook on the causes of turnover

There was some discussion at the plant of allowing workers two weeks off at the end of every three months to give them a chance to rest up and do the things they find they do not have time for while working. This was believed a partial solution to so many women tiring on the job.

Additional causes of turnover

There were so many conflicting opinions as to the causes of turnover among workers at Consolidated, and such an emphasis on different factors contributing to turnover, that sources other than management had to be saught as a means of getting a more well-rounded picture of the turnover problem. These sources included same of the present and former employees of Consolidated, representatives of the Machinist' Union, lay people, community groups, and other representatives of federal and state agencies. The personnel files of one other company in San Diego was checked as to reasons given by some of their employees for having left Consolidated where they worked at one time.

1) Attitude of formen and supervisors: Some of the women workers talked to felt they were being "dogged around" by the foremen and supervisors, which was a source of much irritation to them. The women had the feeling that the foremen discriminated against them and "played up" to the men because men are such a scarcity on the labor market. Some of the women were also made to feel that they were not too welcome because they are taking men's jobs away from them. Some of the women quit because of this attitude on the part of supervisors, and others stayed because they felt they were frozen on their jobs and could not leave.

Some women complained of the discrimination against the older women, married women, and the less attractive women. The younger and more attractive girls are shown favoritism, are given the easier jobs, and are upgraded more rapidly.

Many people consulted felt that one of the biggest problems at Consolidated was their supervision. Foremanship training classes are being given, but it appeared that much more training should be given to all male supervisors teaching them how tow handle people and women and making them recognise that women must be accepted as an integral part of the work force upon whom they must depend for production. This was suggested to management.

There are no women supervisors in the factory, but if they were placed in supervisory positions it would be a partial solution to some of the discriminatory practices toward women. However, some of the women workers contacted said they would not like to work under women, and management was a bit dubious about placing women in supervisory positions.

2) Impersonal treatment of workers: Very often the feeling was expressed that workers just did like to work at Consolidated because there was such an impersonal treatment of the workers and the place was just too big and noisy. The workers were apt to feel that they lost their identify as individuals and were treated as if they were of no special importance.

This can be partially attributed to the size of the plant which makes it difficult to deal with workers on the same level as in a small plant. But in addition the whole labor relations attitude seemed to be bad, which created a general resentment toward working there.
This reaction on the part of the workers and the community was told to management and there seemed to be an awareness that such a feeling did exist.

Additional causes of turnover

3) Placements: Some of the women workers and some of the former woman counselors felt that improper job placements were the cause of much of the turnover among the women. The women complained of being trained for one type of work and being placed on some entirely different type of work. Some of the former counselors said women quit on the first day of reporting to work at the plant after being trained at the Ford Building, when it was discovered that they were not to be placed on work for which they were trained.

When this matter was discussed with management there was the contention that it was occasionally necessary to shift a woman on some other work than originally planned, because of a great need for workers in a certain department.

Other women complained that they were suddenly shifted from their regular jobs which they knew well, onto other jobs with little or no instruction as to what they were supposed to do. Yet they were expected to produce and perform on the job. This caused them to become very nervous and kept them in a state of confusion.

There was also the complaint that women are only hired for the jobs open on the particular day of making application, in spite of the fact that a woman may have qualifications to do much better work on a job which will open up a little later. The employment office pointed out that placements had to be made in the jobs that were open. but it was suggested to management that possibly labor needs in the various departments could be anticipated farther in advance so that there would be more of a variety of jobs available for placement of workers who may have special skills.

4) Nature of the Job: Many of these contacted said women were leaving because they could not stand the strain, noise and confusion of working in the plant. Many of those coming from rural areas find they do not like the factory work and return home to the farm. Women asking for transfers into more quiet departments or onto lighter jobs are usually not given transfers because of the rigid policy on granting transfers, and as a result the women quit.

Some reported that women were being placed on work that required too much weight lifting and physical exertion. However, the women are told explicity that they should not lift anything over 25 pounds and if they do so it is their own fault. The company has not applied for a special weight lifting permit under the California War Production Act because it does not believe it necessary for women to do heavy weight lifting. If a woman complains that the work is too heavy for her she is supposed to be referred to the medical department for an examination.

However, some of the women claim that they get tired of waiting for a man to come and lift a thing for them so they do it themselves. Also, even though the foremen and assistant foremen tell them not to do heavy weight lifting, some of the other male workers, tell the women they are getting the same pay as men so why shouldn't they lift some heavy things as well.

Some of the women reported that the supervisors rushed them on the job so much that it made them very nervous. They are also asked to do work they know nothing about and are given very few instructions as to what to do, and this makes them nervous and tires them out.

Turnover was reported by management to be quite high among women riveters.

The medical department reported that neuritis was 100% more prevalent among women riveters than men riveters. The best treatment for this is rest, but some women must be placed on other work. There are many requests for transfers from the noisy riveting department but so many riveters are needed that few transfers are granted and as a consequence many of the riveters quit. A number of the women riveting were reported as developing female trouble and excessive menstruation. The women also complain of sore shoulders from holding the heavy riveting guns.

The Physical Placement Program is supposed to be used for placing workers only on jobs which they are qualified to do, but in actual practice it was reported that some women were placed on jobs much too heavy for them on the basis of their physical condition.

5) Transfers: The rigid policy on transfers was reported as responsible for a number of women leaving. It is the company policy to discourage transfers as much as possible, otherwise everyone would be wanting to transfer, and management contends that when transfers are granted very often the person is no happier on the new job than the old job.

Transfers are not allowed from productive to non-productive departments. Workers are not allowed to transfer to the feeder shops when a department is moved out to some smaller community.

The foreman makes the first determination as to whether or not a transfer should be granted. If he does not allow a transfer the worker can appeal to the pre-termination interviewer for one, but they, too, do not allow many transfers.

6) Upgrading: Some of the women reported that they were doing the same work as men and still did not receive the same pay, although there is supposed to be equal pay for both men and women. The extent to which this was true is not known because the union in turn claims that it has been able to get the same rate for women in most cases. Some of the former women counselors also reported that women were not always getting the same rates as men for the same work.

Some of the women reported that on a number of occasions they were transferred to some other department or placed on a new type of work just before a wage review. They did not know if this was intentional or not, but they did know that when they came up for review it appeared that they were not entitled to a reclassification because they were not proficient on their new job.

Women were reported as almost always being hired in at the minimum rate of 60 cents an hour because of having no qualifying experience, whereas men who likewise had no qualifying experience were hired at 75 cents. Management said men were paid the higher entrance rate because they were usually placed on heavier jobs than women.

Lack of work: There are rumors in San Diego just as in other Pacific Coast cities that the workers at Consolidated at times had nothing to do and just stood around, and this caused some workers to leave. The Union reported that at one time that there were seldom lulls in production which necessitated workers standing around. There was the further explanation that it was not to management's advantage to have workers standing around because all their contracts were now fixed-fee contracts with the selling price per plane definitely established. No work is being done on a cost-plus basis.

It was suggested that it would be better for the morals of the workers if an explanation was made as to why they had nothing to do during an interim when production was held up due to shortages of material or changes in design, rather than have them think it is due to mismanagement. The Division Manager said that it would be possible to make more information known to the workers as a result of a new order out from the Navy Department removing certain types of information from the restricted list.

# # # #

Some of the women employees of Consolidated were interviewed at the Headquarters of the Machinist Union, and below is a verbatum transcript of their report on conditions at the plant which contribute to turnover. They were contacted on September 17, 1943.

Worker "A""Iwas classed as a Grade A Coverer. I have been at Consolidated two years this month. I have tried to be a consistent worker. My record will show that, I have been put into work that I positively can't stand, the noise and just the whole thing in general. I positively will not work there that is all there is to it. I have had a perfect attendance record.

I was lent to Ryan as a Coverer Instructor and I was there for three weeks. When I came back they discontinued the department except for just a little repair work. My rate when I left to go to Ryan was 95% plus the 08¢ night bonus. When I came back to Consolidated after instructing the department was discontinued. and we were transferred to Department 272 which they claim is work called fusslage. I am top of a nose of a plane putting on stringers. My rate is $1.03 including the bonus. We requested a transfer when I heard that covering was going out about six weeks ago, before I went to Ryan. I thought I would merit something good.

I went to Personnel and asked Mrs. Peterson, head of terminations and interviewer, but first I questioned my foremen and asked for a release, and he said he would not grant it, I talked around, he said if I could negotiate a transfer he would sign it. When I went down there to ask her, he evidently had called because she told me it was positively impossible for me to be transferred to Experimental. I had never stated to her where I wanted to go. I said, 'You seem to be informed a little bit ahead of time.' She said, 'Well, I can't transfer you because there is just too much red tape.'

Griffith told me that if this was not satisfactory to me why didn't I terminate. I didn't say any thing but that was poor psychology. I said 'Listen, I don't see why they need about 62,000 people here and why you have let people go out on grievances on the assistant foreman. He said 'I'm not concerned about the ones who have quit, I'm concerned about the ones here now.' Then when he told me that covering was positively going out, I just dropped my idea for a transfer and the rest. We had been told that covering would never go out and this was just told to keep us there. That was to keep us from going to Personnel and applying for transfers.

I finally came down and talked to Brother Pyeatt. He said he would take the matter in hand. Mr. Griffith came down and talked to me. He seemed to think I had a personal grievance. I am not concerned about that, I am just interested in the girls that came back and want to do the right thing and demand what they are justified. I am interested in a good job up to the standard we are supposed to be.

I haven't told them I was going to quit.

Worker B: "I am working in the paint shop as a brush washer and parts handler. after five months I went into doping on the day shift for about six or seven months. My first fight with another who was putting out three pieces. She didn't let them dry, but put the dope on and taped them. I told the foreman that if I couldn't put out the work right I wasn't going to do it, he put me back on brush washing. Brush washing is our penitence when we do something wrong.

When the swing shift came on they had to rip her job apart and do it all over again. I had been trying for a long time to get the swing shift, the foreman told me there wasn't any opening. Because I wouldn't put out three pieces the foreman asked me if I cared to go on the swing shift, I told him okay and he said 'Your transfer will go through.' I was put in doping again. After I had been there a year, and I came back from my vacation they transferred me to Building #3, another paint shop. There was no doping. I just filled trays for conveyors. I was there for three weeks and was transferred to Building #2 I am getting 90¢ plus the 08¢ bonus and work a lot harder. The foreman does not care whether you get a raise or not. We are classified as D Painters. That was $1.00 plus the 08¢. I wasn't getting that. I told him that I didn't care to work and I am not used to that kind of work. I asked about my ingrade classification at Personnel. The foreman said 'Well, let her quit we don't care.' I was told to wait another week. The youngest girls are the only ones left in doping, and have been there the shortest length of time. They are the pets of the foreman. I had been getting 98¢ and have the same classification.

Worker C: "I was a doper along with M--- and I have been down there over a year. However, I have been in the doping all the time. I do think I have gotten a few dirty deals. He tried to get me to quit. He makes life so miserable for us that he thinks we can't sand it any longer. John Gusdon is the assistant foreman on nights and he is our immediate boss.

I was transferred out to the paint shop in Building #3. They get tired of us there and transferred us down to Building #2 where we work on the same job or are working on machines we don't know anything about. I don't care to go back to the shop and work under conditions and people we have to work for. The assistant foreman absolutely didn't know any more about doping than some people who are just running around on the street out there. We have to take new workers and teach them how to dope.

After we were transferred he tells some of the other people, "Well, the paint shop is peaceful and quiet and going very smoothly since I got rid of M--- and S---.'

I am classified as a B Painter, but never did see the papers. We don't know for sure. I have asked. I think my foreman said I was classified as a B. Painter at 88¢ plus 08¢ which makes 96¢ per hour. I like doping, but to work under such conditions as they have down there, I don't like the whole set-up. Well, the assistant foreman is enough. He is the one who creates the conditions all over the shop."

Worker D: "I came to work about two and one half years ago. I have always worked in the covering, about twenty-two months. My attendance record isn't as good as some of the others. I have been in covering constantly excepting for a few times when work was short. I have also doped.

I have been satisfied with my treatment up to a point. I have been as good a worker as they have in that department and my records show it. I broke the record established by men before I had been there very long. That record was sixteen ribs a day. The men total eight. I have only received average pay, and certainly average progress. My rate is $1.08 an hour. I have been satisfied with that part of it.

Then we were sent to Ryan. We were chosen from among the other workers, because we were not the foreman's favorites. He kept the girls whose company he preferred. We didn't want to go to Ryans. We worked hard and also on Sundays. We were there for three weeks. Ryan was given a large order and they needed these structures. We worked just as hard as we could. We were training the girls. We caught them up with their work then we went home. When we received our pay we were shorted. We haven't received any of the pay on our checks. We filled in a weekly card at Consolidated, but at Ryan we punched out a daily card. We asked the foremen and he gave various explanations. The stubs were detached so we didn't know what the deductions were. We also did not know what the proper amount was. We should have received four weeks salary at $53.56. All the checks had various amounts on them. In my case I tried my best to figure mine out, and I had a figure that just didn't make sense. I went to the office and started talking. The man there seemed to know about the trouble. He listened to my story and seemed interested, and finally said 'I'm sorry, I can't help you because I work days and am going off.' One of the other persons who had been listening said 'Well, if you r going to start doing anything about this it will take you all day and I wouldn't tough it.' They finally produced a woman who said 'My dear, that is impossible.' 'Impossible, or not, three of us received the same rate of pay, worked the same time length and ecah of us got different amounts. How do you account for that?', I said. One of the girls received one and one half days pay too much. My check should have been about $82.51 and I had been shorted on it.

Worker E: 'Am working in fuselage inside a hull. The air was just vibrating with the noise. I just couldn't do it. I told the foreman that I couldn't do the work. At Ryan they offered us a good job at the same rate, if we were interested.

Well, I went to see the interviewer, Mrs. Peterson, and when I went in she was talking about wome girl on the phone. Some foreman was requesting that one of the girls be transferred to his department. She said, 'Why, Mr. So & So, you can't mean you want that girl. She hasn't got any qualifications that you need. If it were left up to me I would leave her where she is until she quits.' She said 'Well, I will have her sent back down here, and I will talk to her again.'

Mrs. Peterson couldn't possibly have known her, but the foreman wanted her. She then asked me why I wanted to terminate. I said I wanted to go to Ryan and stay with the work I was doing. She didn't say another word. She wrote out a paper and handed it to me in a sealed envelop, and said, 'Take this to the foreman.' I said 'What is this, I don't want to quit, I want to collect my vacation pay.' I told her I would accept a better job or terminate and go to Rynn. She said, 'well, it is a termination, that is what you wanted isn't it?'

The foreman asked me later, 'Why, you don't want to quit.' I said, 'I would like to stay.' He said, 'I§ll see what I can do, I'll see if I can get you a better job.' His name was Harry Scrivner.

In just a little while the clerk came back and said, 'He says he can't find a thing for you, and you'll have to stay where you are.' The clerk returned from the paint shop and said, 'You're to report to the paint shop immediately.' Harold said, 'I'll try to give you a place in the paint shop doing a bit of covering.'

They have kept some of the girls who have not been nearly as long as we have, and who are the favorites with the foreman and the assistant foreman. I am staying because I need the money and have been satisfied. I see no reason why we shouldn't receive the pay due us. The company said we should recieve it in another week, no one seems to be interested."

Worker F: "I have been at the company for almost two years. I have no complaint except that I think they have just given us a dirty deal. I work down in Fuselage. I just don't like that kind of work. There certainly should be some better job they could put us on. I was sent to Ryan too. Yesterday I went down for a release, as I see no reason why I should learn a new job when I could work at my skilled trade. Mrs. Peterson refused me. She said that it seemed to her that I should be willing and grateful to learn a new trade as long as the company was willing to pay me my salary. I didn't terminate because I couldn't get a release, so they brought me back to the dope shop.

Any number of girls have been brought out, that is the reason they didn't come up this morning. The only reason they were beought back in was because Mr. Pyeatt had the interview with the factory manager.

Worker G: "Yesterday before these girls came in I was called to the office and Griffith had stayed and I know that something was up. He asked me if I would give him some information. I said, 'What do you think I am, a stool pidgeon!' He told me that P --- had made statements against J --- and asked me what I knew about them, and I verified them. It wasn't any particular situation. He also asked me about a lot of things. Geadon had called the foreman at Ryan about a certain girl and had said that she was his favorite firl, which created a lot of dissention. He asked me if that really happened and I said, 'Why it certainly did.' Immediately after that the girls started streaming in from everywhere. I have never seen anyone abused, but I certainly seen impositions put on a lot of them. They take trained girls off their regualr jobs and put untrained ones in their place. They start you on one job and then move you to another one. A lot of people are quiting because of long hours and hard work."

# # # # #

The YWCA in San Diego has a counseling service and employment office for women and many women were reported as coming in from aircraft plants seeking employment in others lines of work. Because of the YWCA'S interest in the work of the Women's Bureau, it agreed to assist in getting as much information as possible as to why the women were leaving the aircraft plants. A running account was kept of why they had or were leaving their old jobs, and report of the findings over a two or three week period is shown below. Practically all of the women were from aircraft plants and the great majority were from Consolidated-Vultee.

"Too much of the work is standing - can't stand at work such long hours - usually concrete or cement floors - cold, etc.

Accumulation of weariness and fatigue, get so tired they have to take a day off to sleep and rest. Can't adjust to the longer hours and work week of industry -- accustomed to at least a day and a half off and shorter hours in many types of office work, etc.

Noise and confusion gets on their nerves and "wears them down".

Work too hard - too heavy, etc. (Drop hammer) Heavy weights to lift and move.

Unsatisfactory living conditions which are often not easily accessible to the plants.

Transportation undependable and inadequate, often have to stand, also have to wait for cars.

Impossibility of getting adequate and choice food for the family and herself at the hours when she must shop. Best of everything is gone and even the supply is often limited.

No time for general shopping except Sunday when stores are closed.

Homesickensa - girls have never been away from home before, become lonely when glamour wears off.

Younger brothers have been called in the draft, or for specialized training at some military center leaving mother at home without a child or "chick" and she sends for the daughter to return to keep her company. Girls becomes the "baby" of the family, and she is needed for thw morale of the home front.

(Not at present so prevalent, but given as a reason formerly). Men - fathers and husbands leave community where they are working, pirated away to another city and higher wages, so the girls leave also.

Undesirable personnel with whom the girl has to work. Often demmineering, less educated, younger girls are given responsibility over older women with experience. Girls from offices and from the professions cannot adjust to the type of industrial workers with whom they are placed.

Older women complain that they "do all the work" while the young attractive girls sit around and visit with the foreman and other men.

Girls have left to join Waves, Waacs, Spars, Marines, etc. The novelty of Women's Service outshines that of War Work.

Girls have worked for over a year a war production are beginning to think of the future and "after the duration" they want to change to employment which may prove permanent and which offers more security than temporary "emergency" work.

Boredom with not having enough to do. "Stick it out" for three months and then leave.

Cannot adjust to the factory set-up, feeling just a cog in a machine. Personal qualifications, background, etc. do not mean anything - accustomed to being a "person" and an individual whose contribution was worth something. Feels that anyone can do what she is doing, no feeling of making person contributions. Liked her work in the Insurance Co., or Bank or Doctor's office better. Had a feeling of responsibility and of being depended on for a special type of work which she was qualified to do. "Was appreciated" by an employer whose opinion meant something to her, who was qualified to appreciate her and her work.

Feeling of frustration because of misplacement in defense work. Qualified for a certain type ow work but the need was supplied just before whe applied and another type of work was in demand, so she was shunted into the wrong thing. Woman who had had good experience in stock room work and supplies was just behind a gril without experience, who was giben the job and she was put into a group for training in riveting, etc."

Summary of reasons for leaving aircraft industry as given by girls coming to the YWCA EMPloyment and counseling bureau, most of these girls having worked at Consolidated:

a. "Noise and confusion.

b. Do not like type of work - (burring was boring)

c. Riveting monotonous

d. Dislike people with whom they work - hetrogeneous group - the only thing in common is their work - education, social background, etc. different.

e. No opportunity for advancement - good file clerk remains on night work even though she can type and do other things.

f. Overwork - Trainer in Tool Dept. - 3 girls - supposed to have a helper - always do double work - trained girls shifted.

g. Wrong placement - Woman 50 trained in sewing, millinery - put her in electrical wiring - full of electricity and could not work - quit.

h. Can't adjust to night work and can't secure a transfer to day work.

i. Long hours - 6 days - no free time."

Girls going home - come and stay for awhile and then return to Nebraska or Michigan -- whence they came." Reasons:

a. "Homesick . . . ."

b. "Men in service have left."

c. Unsatisfactory housing - crowded.

d. "Men in defense industries leave for higher wages in other plants and take wives and families along."

e. "As more young men and boys are drafted mothers send for their daughters to come home. Lonesome and need someone - In many cases the boys who are to be called into service are the 'baby' of the family, and mothers find it hard to face, so send for Mary and Jenny to come home."

f. "Parents get to the point where they insist upon the girls going home to a safer place than San Diego - from the standpoint ~~of~~ war hazards -"

RECOMMENDATIONS

After completing the survey of turnover at the Consolidated-Vultee Aircraft Corporation a conference was held with Captain Traynor of the 11th Naval District Office and Captain Leighton (General Inspector of Naval Aircraft, Western District, Bureau of Aeronautics) both of whom are on the Production Urgency Committee for San Diego under the new manpower control program. On October 2, 1943 a conference was held at Consolidated with Commander C. M. Huntington, Inspector of Naval Aircraft, and Major H. R. Tremaine, Army Air Corps Inspector. And, thirdly, on October 2nd a conference was held with Mr. James L. Kelly, Division Manager of Consolidated Vultee.

In all of these conferences a brief resume was given of community factors contributing to turnover which would have to be approached through community and civic groups and different federal agencies. The main purpose of these conferences, however, was to high-light the in-plant conditions and labor utilization aspects contributing to turnover which can only be approached from a managerial level. Both Major Tremaine and Commander Huntington were very interested in the observations and recommendations made, and were anxious that the same information be brought to the attention of management and this was done by contacting Mr. Kelly.

Below is a brief summary of the verbal recommendations made on means of deminishing turnover at Consolidated-Vultee:

1. Part time employment for women should be started.

2. There should be a more lenient policy on granting leaves of absence so women who are tired or burdened with household responsibilities can take a short leave rather than be forced to quit.

3. There should be more leniency in granting transfers.

4. Every effort should be made to personalize employee and plant relations so the workers have more of a sense of being wanted and needed.

5. There should be more training of the male supervisory staff in methods of handling workers and women, in methods of giving job instructions, etc. The important role which supervisors play in keeping good employee-employer relations must be stressed to them.

6. The woman counselors should be sufficiently versed in jobs performed by women in her building so she can be of assistance in adjusting the women to the job and will understand their work problems as well as their personal problems. The Counselors can do much toward eliminating wage discriminations if they keep abreast of the conduct and performance of women on the job, so they can be of assistance to the foremen in their recommendations for changes in job classification.

7. There should be a longer indoctrination of perhaps two or three days for all women coming into the factory to more gradually condition whem to the factory environment. Then these might even be a short indoctrination in the individual departments to stress the importance of that department in the whole line of rpoduction.

8. In certain occupations which are more complicated it might be worthwhile to allow a woman to observe the work for a day or two so she has more of a sense of security and confidence when she starts on the job.

RECOMMENDATION

9. The intake interviewers should spend much more time in selling the work to the women applying so that 15% to 20% of those coming to the employment office are not lost because of lack of interest in the jobs open. Spending more time on careful placement will also give the women more of a sense of importance and a feeling that they have a contribution to make.

10. The intake interviewers and pre-termination interviewers should spend more time in the plant to completely familiarise themselves with jobs open to women so they can make better placements and create more of an interest in the jobs open.

11. Labor needs by department and occupation should be planned over a longer period of time based upon past turnover trends, etc., so that more workers applying for jobs of requesting transfers can be placed in jobs more suitable or acceptable to them.

12. Women who are found to not be able to stand riveting because of excessive menstruation, shoulder soreness, etc. should be alternated on other jobs. If a great proportion of the women riveters object to the work, it might be well to work out a plan for alternating them all on some other type ow work, so no one woman has to remain on riveting all the time. They could perhaps spend four hours a day on riveting and four hours on some other work.

13. If workers are required to be temporarily idel because of some change in design of the plane material shortage, etc. this should be explained to them so rumors do not spread that the plant is over-manned or mismanaged. Also, it would seem feasible to shift these workers to other departments where they may be a shortage of workers.

14. There should be more counseling on child care at the point of employment to reduce turnover due to child care problems.

~~CONFIDENTIAL~~

U. S. Department of Labor
WOMEN'S BUREAU

October 5, 1943

By: Margaret Kay Anderson

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750127
By DRR NARS, Date 2-3-75

RYAN AERONAUTICAL COMPANY
San Diego, California

Plant visited and contacts made with officials on Sept. 13, 15, and 25, 1943

Interviewed

Mr. W. Frank Persons, Director of Industrials Relations
Mr. G. O. Adams, Assistant Director of Industrial Relations
Mr. G. E. Barton, Factory Manager
Mr. James Bunnell, Labor Relations Director
Mrs. Esther Long, Woman's Counselor
Ensign Reeder, Inspector of Naval Aircraft
Miss Ethel Gill, Housing Representative

Product

Manufacture stainless steel manifolds for Douglas, Lockheed-Vega, Boeing, Consolidated, and Republic aircraft companies. Also manufacture wing sections, control surfaces, etc. for different aircraft companies.

Labor supply and demand

(See detailed employment report for week ending September 4, 1943)

NUMBER EMPLOYED, SEPT. 4, 1943

	Male	Female	Total
Productive	1370	1115	2485
Factory Overhead	747	424	1171
Total Factory	2117	1539 (43%)	3656 (100%)
Administrative	72	77	149
Engineering	182	92	274
Total Office	254	169 (40%)	423 (100%)
Grand Total	2371	1708 (42%)	4079 (100%)

The week ending September 4, 1943 shows an increase of 119 workers over the previous week's report.

The company would like to build up to 5200 workers by end of 1943 but management does not believe it will be able to attain that goal. This will involve getting 1200 additional workers for expansion purposes and 200 to 250 a month for replacement purposes. However, at the present time the company is gaining more than it is losing each week in employees.

Women now compose 42% of the work force in both office and factory, and the plan is to ultimately use about 65% women.

An effort is now being made to build up the second shift rather than the first shift, and there is some difficulty in getting women to work the swing shift. The Factory Manager said he thought this emphasis on the second shift was going to be changed very soon with all departments being asked to anticipate their labor needs over a longer period of time. This will enable the intake interviewers to find jobs for a larger proportion of those interviewed.

The main problem at present is to get semi-skilled and skilled workers and the company is now recruiting such workers in Illinois, Iowa, and Tennessee. The company fells that it can get a sufficient number of unskilled workers locally.

Turnover

Exit Interviewing:

There are no exit interviewers at the present time but there is a plan to have one man in charge of exit interviewing and the new absenteeism control plan which is to be put into effect.

At present the foremen fill out reports as to the reasons for workers leaving. Some of the women terminating are referred to the woman's counselor for an interview, and the employment manager has also interviewed some workers trying to induce them to stay. However, this is not a regular procedure.

Reasons for turnover and turnover rates:

(See detailed turnover reports for months of January through June 1943, and for month of August 1943.)

The turnover rates per month average 5% to 7% a month.

The enclosed turnover reports show the dominant reason for a person's leaving although a person may actually be leaving for a number of reasons. Among the women the chief causes of turnover as reported are: Personal illness, illness in family, to be with spouse, child care, leaving city, and discharges due to irregular attendance.

The report for August 1943 shows that 46% of the women who left had been with the company one month or less, and 68% had been employeed three months or less. The tumnover rates for women on the three shifts did not seem to vary greatly.

Management's outlook on dominant reasons for turnover:

1) High turnover was considered normal among the inexperienced workers now being hired. The statistics show that turnover is highest among the new workers — many of whom have never worked before — rather than among the workers who have been with the company for a longer period. It is believed that many of the women taking jobs do not really need to work, they know they can find jobs elsewhere if they quit, and they have no real sense of work responsibility.

2)A high proportion of service men's wives are employed and turnover will naturally be high among them.

3) Women still look upon their children as their first responsibility and they will stay home and care for them if there is the feeling that they are being inadequately cared for.

4) Many foremen and leadmen are inclined to treat both men and women as if there was an unlimited labor market. Most of the male supervisory staff needs more training in handling people and women, although the foremen have already had such training. The Factory Manager felt the leadmen in particular needed much more training.

5) Illness and cumulative fatigue develops among some of the women because they cannot adjust to the factory environment and they cannot stand the noise of the factory. Also, holding down a full-time job and carrying household responsibilities causes them to become very tired after several months on the job. The Factory Manager said women did not work well on jobs requiring physical exertion, but they were often better than men on light jobs.

6) The War Manpower Commission's statement regarding the freezing of workers in aircraft plants caused many to leave in anticipation of the freeze. Also, the statement regarding the frafting of fathers has caused men with families to go back home where their wives will be with relatives and friends. Also, when the government publicized the cutting off of voluntary enlistments it caused many men to leave.

7) Some workers leave for higher wages elsewhere.

8) Inadequate transportation facilities was felt a cause for wome people leaving. For a year and one half there has been a local committee working on the San Diego transportation problem. Mr. Sam Mason, of the San Diego Street Railway is the key person in this whole problem. The company felt there was need for cross-town service in San Diego.

9) Failure of stores, banks, and many beauty parlors to stay open nights was believed more of a contributing factor to absenteeism than turnover.

Absenteeism

The average absenteeism rate is 5% and 5½% for both men and women. This includes some authorized leave but the exact amount was not known because absenteeism records are not at present kept very systematically.

The company does not consider absenteeism one of its biggest problems although it is more of a problem now than in peace times. It has been found that absenteeism is higher the day after pay day.

Ryan has no absenteeism control plan as yet but plans to put in the Aircraft War Production Council plan shortly. This plan is now in operation at North American and Consolidated-Vultee in San Diego. Under the plan a worker must fill out a red card showing why he was absent, and this is submitted to his supervisor who discusses the reason for the person being out and must then sign the card. If a person reports being ill he must go to the medical department for an examination before being allowed back on the job.

Part of a day's absence, vacations, and authorized leave is not to be considered a part of absenteeism under AWPC plan.

Hours, shifts, and part time employment

The regular scheduled work week is 6days a week, 8 hours a day, 48 hours a week.

1st shift 7:30 AM - 4 PM

2nd shift 4PM - 12:30 AM
3rd shift 12:30 AM - 7:30 AM

There is a one-half hour lunch period on all shifts.

Women are employed on all three shufts but there are very few on the 3rd shift. The report for the week ending September 4, 1943 shows 1136 women on the first shift, 509 on the second shift, and only 63 on the third shift. These figures include both office and factory women. At present the company is trying to build up the third shift but is having some difficulty in getting women to work that shift.

Special hours permit from the State:

The company has a special permit from the State for working women 10 hours a day, 56 hours a week, and a seventh day no more than twice in a four week period. This is an exigency permit and is only used in an emergency. No women are regularly employed more than 48 hours a week. At the time of the plant visit a few women in the tooling department were working ten hours a day and on Saturday and Sunday, but the was to be for just a short time.

The company has made no attempt to find out if working women these longer hours —such as in the tooling department — has resulted in increased turnover or absenteeism.

Part time employment, and short work week

In July 1943 an optional 40 hour work week of five days was put into operation for those wanting to work fewer hours and just five days. The foreman are authorized to grant permission for workers to go on a 40 hour week.

By September 5, 1943 there were just 29 women and 5 men who were on the 40 hour week schedule. The plant officials were rather surprised that more workers had not availed themselves of this work arrangement, but it was believed partially due to the fact that the sixth day employment is the premium wage payment day with time and one half.

Wage rates

Beginning	60¢
30 days	65¢
60 days	70¢
90 days	75¢

There are automatic increases from 60¢ to 75¢, and at the end of 90 days a worker must be placed in some job classification.

Women receive the same wage rates as men. Women as well as men come in on a job classification rather than the minimum of 60 cents if they have experience which qualifies them for the job.

There is a six cents an hour bonus for night work.

Labor relations and labor organization

The C. I. O. has a contract with this company with a maintenance of membership clause, but not a union shop. Ever since April 1943 there have been very good labor relations with the union.

March 3, 1943, at the time of the labor freeze, there was an accumulation of over 500 grievances. The grievances were primarily in connection with conversion of all workers to uniform job classifications set up by the WLB for the West Coast Aircraft Industries. The company and union officials at first met all day long and late into the night to settle only three of four grievances. Procedures were gradually streamlined so that in one day 150 grievances were settled.

Transfers

The foremen authorize transfers and each transfer is decided on an individual basis. There is no policy against transfers but they are not encouraged.

It was suggested that possibly turnover could be diminished by being more lenient with transfers and the Assistant Industrial Relations Director agreed that their policy on this could be a little broader as a means of salvaging more workers.

Supervision of women

There are two leadwomen in the fabric department, and more leadwomen will be used as more departments are filled, practically 100% with women. The factory Manager said he could not very well have men under the supervision of women because the men would not stand for it. There was some question as to whether the women preferred working under a man or a woman, and the answer to this was believed based on the type of woman selected for the job of leadwoman, according to the opinion expressed by some of the officials.

Woman's Counselor

At present there is just one woman's counselor at Ryan. Her duties so far have had to do mainly with counseling women on their personal problems, child care, and housing. In addition, she conducts a 45 minute lecture on nutrition at the indoctrination class for new workers which is held each day.

The counselor wished to improve and expand her program and the plant officials had asked her to formulate a tentative program to present to them. She asked for advice as to how her program for women should be set up and a couple of conferences were held with her on this.

It was suggested that more counselors be appointed to have direct contact with the women in the shops. They should act in a liaison capacity between the male supervisory staff and women on the job seeing that the viewpoints of the women are presented to management. The counselors should have a thorough enough knowledge of jobs in the plant to be able to give advice on assignments of women, transfers, upgrading, etc.

Intake procedure and indoctrination of new workers

Since August 1943 all hiring for Ryan has been done at its downtown employment office at 1023 Fourth Avenue. There is one woman interviewer in the office who has information on child care facilities in San Diego, for women who want information of that nature.

There is a one day indoctrination course for all new male and female employees. Some of the things covered in this indoctrination are: history of the company, safety regulations, a movie, a nutrition lecture, and a brief talk to the women on child care facilities.

It was suggested to management that a longer indoctrination period would be advisable covering possibly two or three days. Ther are now tentative plans for having a longer indoctrination period with plans being made as to what it shou should cover. There is a possibility that the first part of the third day will be spent in a tour of the plant. Then the chief woman counselor will talk to the women again on safety clothing, child care, and the new pregnancy policy which is being formulated.

At the time of visiting the plant the Factory Manager thought it might be a good idea to have a longer indoctrination for the women. He also discussed the advisability of allowing the women to observe on the job for a day or two before being expected to actually produce on the job. He said Bell Aircraft in Buffalo, N.Y. was doing this with success.

Housing

Ryan was one of the first aircraft companies in California to put in a housing desk for employees, and this was done in October 1942.

The many rewards in the San Diego newspapers is indicative of the housing shortage which exists. There are many service men's wives who want single rooms but it is almost impossible to get such accommodations. There are many instances of where six or eight girls live in one room.

The housing desk at Ryan had been quite successful in getting housing for families up until the latter part of September. At that time new recruits from the midwest and other parts of the United States began coming in, and it has been almost impossible to get housing for them. There is a waiting list of 150 to 200 for housing accommodations for families. In the mean time these families are living in trailers, sleeping on floors of someone elses house, etc. It has become much more difficult to get housing in the federal housing projects because the turnover in these projects has diminished so much of late.

Transportation

Some of the workers come from 30 and 40 miles away, and driving in the dim-out zones for that distance is a problem to many.

Child care

The woman's counselor said she had never had any complaints regarding the child care facilities in San Diego, but a number of women have said they prefer to keep their children at home. The Counselor has been able to find boarding home care for a number of mothers wanting such care.

Safety clothing for women

Women in the factory are required to wear slacks. They are required to wear a head covering only if they are around moving machinery. However, this is soon to be changed to a requirement that they all wear a head covering of some kind.

Food service facilities

A cafeteria has just been opened at the plant. It is company owned and operated. There are four lines into the cafeteria. Each day a different plate lunch is served including a hot meat dish, salad, vegetable, bread and coffee. The plate lunch sells for 35 cents. In addition to the cafeteria there is a portable canteen serving coffee, milk, pie, ice cream, sandwiches, salads, puddings, and candy.

There is no inside eating place but there are tables outside under a lean-to roof built out from a building. Many of the workers sit around anywhere outside when the weather is nice.

The factory workers eat from 11:30 AM to 12 noon, and the office workers eat from 12 noon to 12:30. The cafeteria is also open from 3:30 PM to 5PM for the day shift leaving and the swing shift coming on. At night there is nothing but hot coffee served from 8 to 8:30 PM. Plans are to serve breakfast in the near future.

(Copy)

RYAN AERONAUTICAL COMPANY
CLASSIFICATION OF REASONS FOR TERMINATIONS

REASON	Jan.				Feb.				Mch				Apr				SUB-TOTALS
	Men		Women		Men		Women		Men		Women		Men		Women		
	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	
MILITARY																	
Mandatory																	
Selective Service	16	11.3			10	6.3			12	8.9			3	2.4			
Reservists																	
Voluntary																	
Air Corps	2	1.4			5	3.1			3	2.2			1	.8			
Marines	1	.7															
Coast Guard	2	1.4															
ARMY	3	2.1			9	5.6			9	6.7	2	2.0	9	7.3			
Navy	5	3.5			2	1.3	1	.8					2	1.6	1	.8	
Anticipated	1	.7			4	2.5			1	.7			1	.8			
RAF	1	.7															
HEALTH																	
Personal illness	13	9.2	13	13.4	7	4.4	12	9.1	10	7.4	9	9.1	4	3.2	15	12.1	
Illness in family	3	2.1	5	5.1	6	3.8	4	3.0	4	2.9	5	5.1	6	4.8	6	4.8	
Personal injury																	
Pregnancy			2	2.0											22	1.6	
Physically unadaptable	4	2.8	3	3.0	1	.6			1	.7	5	5.1	1	.8	10	8.1	
Other	1	.7					1	.8	1	.7	1	1.0	1	.8			
WORKING CONDITIONS																	
Wages	7	4.9			2	1.3			10	7.4			8	6.5			
Hours																	
Shift	1	.7	1	1.0									1	.8			
Nature of job	3	2.1	1	1.0	2	1.3	5	3.7			1	1.0	4	3.2	3	2.4	
Sypervision																	
Claims unused skill	2	1.4															
Future of job																	
Job classification objection													1	.8			
Associates																	
Denied transfer											2	2.0	1	.8			
LIVING CONDITIONS																	
Transportation			1	1.0	6	3.8							1	.8	2	1.6	
Housing			2	2.0	1	.6	1	.8							2	1.6	
Unsat. food supply																	
PERSONAL AFFAIRS																	
Child care			4	4.1			4	3.0			8	8.1			4	3.2	
To be with spouse																	
Military	1	.7	7	7.2			12	9.1			9	9.1			5	4.1	
Civilian																	
Death in family																	
Deceased			~~1~~	~~1.0~~	2	1.3							2	1.6			
To get married			1	1.0			1	.8							2	1.6	
Returning home	3	2.1	4	4.1	1	.6	4	3.0	2	1.5	6	6.1			3	2.4	
SUB-TOTALS																	

REASON	Jan.				Feb.				Mch				Apr			
	Men		Women		Men		Women		Men		Women		Men		Women	
	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.
Other family reasons	1	.7	5	5.1	2	1.3	4	3.0			3	3.3			2	1.6

REASON	Jan.				Feb.				Mch				Apr.			
	Men		Women		Men		Women		Men		Women		Men		Women	
	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.
SUB-TOTALS																
PERSONAL AFFAIRS (Cont'd.)																
Hazards of combat area																
Better job					2	1.3										
Other aircraft					1	.6										
Shipyard									1	.7						
Other essential									1	.7						
Non-essential																
Civil Service																
Military																
Non-military																
Returning to former job	4	2.8			2	1.3	1	.8	5	3.7	1	1.0	3	2.4	1	.8
Farm	1	.7			2	1.3			9	6.7			11	8.9		
Other	9	6.3	2	2.0	14	8.8	3	2.3	7	5.2	1	1.0	6	4.9		
Returning to school			2	2.0	2	1.3										
DISMISSALS																
Layoffs	14	9.9	2	2.0	13	8.1	13	9.8	2	1.5			1	.8	1	.8
Refusal to comply with maint. mbrship.clause																
Insubordination																
Violation of Co. rules	3	2.1	2	2.0	2	1.3			1	.7			3	2.4	3	2.4
Irregular attendance	8	5.6	7	7.2	12	7.5	21	15.9	9	6.7	12	12.1	13	10.5	7	5.7
Poor workmanship					1	.6	3	2.3	11	8.1	4	4.0	3	2.4	4	3.2
Careless																
Physical																
Mental																
Continued tardiness																
Over-stayed leave of ab.																
Confidential																
Misconduct																
Inefficient	1	.7	4	4.1												
OTHER REASONS																
Leaving City	12	8.5	15	15.4	19	11.9	23	17.4	12	8.9	13	13.1	10	8.1	20	16.2
No reason given	7	4.9	3	3.0	7	4.4	5	3.7	5	3.7	1	1.0	7	5.7	8	6.5
Pay off leave	6	4.2	4	4.1	13	8.1	11	8.3	8	5.9	10	10.1	13	10.5	17	13.8
Dissatisfied with cond.	6	4.2	9	9.2	10	6.3	3	2.3	10	7.4	6	6.1	7	5.7	6	4.9
TOTALS	141	59.2	97	40.7	160	54.9	132	45.1	134	57.5	99	42.5	123	49.8	124	50.2

*No breakdown under this Classification

RYAN AERONAUTICAL COMPANY
CLASSIFICATION OF REASONS FOR TERMINATIONS

DI-168

REASON	May				June				THIRD SHIFT				TOTAL ALL SHIFTS			
	Men		Women		Men		Women		Men		Women		Men		Women	
	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.
MILITARY																
Mandatory																
Selective Service	10	8.7			8	5.8										
Reservists																
Voluntary																
Air Corps																
Marines																
Coast Guard																
Army	3	2.6	1	.9	7	5.1										
Navy	3	2.6														
Anticipated																
HEALTH																
Personal illness	13	11.2	12	10.4	7	5.1	13	11.8								
Illness in family	4	3.5	4	3.5	3	2.2	2	1.8								
Personal injury																
Pregnancy							2	1.8								
Physically unadaptable	3	2.6	4	3.5			4	3.6								
Other	2	1.7	1	.9												
WORKING CONDITIONS																
Wages	2	1.7			9	6.5										
Hours			1	.9												
Shift	2	1.7	1	.9	1	.7										
Nature of job	6	5.2	10	8.7	2	1.4	1	.9								
Supervision																
Claims unused skill																
Future of job																
Job classification objection																
Associates																
Denied transfer																
LIVING CONDITIONS																
Transportation	1	.9	1	.9												
Housing					1	.7										
Unsat. food supply																
PERSONAL AFFAIRS																
Child care			3	2.6			4	3.6								
To be with spouse																
Military			7	6.1			2	1.8								
Civilian																
Death in family	2	1.7	1	.9												
Deceased			1	.9												
To get married	3	2.6	7	6.1			1	.9								
Returning home			1	.9	1	.7	2	1.8								
Other family reasons							5	4.5								
SUB-TOTALS																

REASON	May				June				THIRD SHIFT				TOTAL ALL SHIFTS			
	Men		Women		Men		Women		Men		Women		Men		Women	
	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.	No.	Per.
SUB-TOTALS																
PERSONAL AFFAIRS (Cont'd.)																
Hazards of combat area																
Better job																
Other aircraft																
Shipyard																
Other essential																
Non-essential					1	.7										
Civil Service																
Military																
Non-military																
Returning to former job	4	3.5														
Farm	1	.9	1	.9	8	5.8	2	1.8								
Other	5	4.3			2	1.4										
Returning to school					3	2.8										
DISMISSALS																
Layoffs	1	.9	3	2.6	13	9.4	12	10.9								
Refusal to comply with maint. mbrship.clause																
Insubordination																
Violation of Co. rules					5	3.6	1	.9								
Irregular attendance	8	6.9	15	13.	17	12.3	19	17.3								
Poor workmanship																
Careless																
Physical																
Mental																
Continued tardiness																
Over-stayed leave of ab.																
Confidential																
Misconduct																
Indfficient & Unreliable	4	3.5	4	3.5												
OTHER REASONS																
Leaving City	14	12.2	15	13.0	24	17.4	23	20.9								
No reason given	8	6.9	5	4.3	2	1.4	2	1.8								
Pay off leave	7	6.1	10	8.2	8	5.8	5	4.5								
Dissatisfied with cond.	8	6.9	7	6.1	16	11.6	10	9.1								
TOTALS	115	50.0	115	50.0	138	55.6	110	44.3								

*No breakdown under this Classification

RECOMMENDATIONS MADE TO MARE ISLAND NAVY YARD, OUTCOME AND FOLLOW-UP ON RECOMMENDATIONS

The first day we visited the Mare Island Navy Yard, Commander Oscar Dersheimer, Industrial Relations and Personnel Officer, asked us to bear in mind that the Navy officials were interested in any suggestions or criticisms we would have to make as a result of our survey. At the end of the three weeks' survey in the Yard a meeting was held on April 2 with Commander Dersheimer, Captain Crisp, Manager of the Industrial Department, and Mrs. Addie Bishop, Yard Coordinator.

A written summary of observations and recommendations was presented at the request of Commander Dersheimer. This resume' served as a basis for discussion of each item. In making the recommendations an attempt was made to keep in mind the practical needs of the Navy Yard, the work standards for women advanced by the Women's Bureau, and the experiences of other war industries visited in meeting problems relative to the employment of large numbers of women for the first time.

The context of each recommendation, together with the outcome and follow-up on each, is given in the paragraphs below:

Indoctrination for women

> "Although the Manager's Order concerning new women employees states that all those coming into Group II should go through the Indoctrination Course, there appear to be some departments in which this is not done. Some women come into supply, transportation, print shop, and flag loft directly from the Labor Board. It would seem desirable that all Group II women should go through the indoctrination course, as it covers general regulations and procedures which all new employees should know."

-- On April 3, the day following the meeting, steps were taken to extend the indoctrination program to **All** Group II women, including those in supply, transportation, print shop, and sail and flag loft.

-- The Yard Coordinator is giving consideration to ways and means in which the indoctrination course can be improved.

-- There are tentative plans for setting up a special indoctrination course for women who are to work aboard ship and out on the ways.

Rest rooms

> "We believe that the Navy Yard is sufficiently aware of certain inadequacies in rest room facilities and that every effort is being made to provide additional facilities where they are needed. Some features which should be considered are:
>
> a) All rest rooms should be heated.
>
> b) All rest rooms should have regular cleaning service. There are some outlying rooms which apperently are not serviced regularly.
>
> c) There should be more provision for cots and chairs for use during periods of rest and in case of illness."

-- On April 3, the day following the meeting, steps were taken to set up an inspection system for all rest rooms and locker rooms, to see that they are all kept clean and orderly.

-- A detailed survey is now being made of the number of chairs, cots, lockers, toilets, wash basins, tables, benches, etc., in each of the rest rooms, together with a discription of the type of floor, walls, etc. This survey is then to serve as a basis for formulating cleaning methods to be used in each of the various types of rest rooms. A separate record will be kept on the condition of each rest room. It is contemplated that special training will be given the matrons, outlining their duties and the methods to be used in keeping the rest rooms clean. Some of the women hired as matrons do not have a good knowledge of proper cleaning methods to be used for various types of floors, walls, basins, etc.

-- Captain Crisp and Commander Dersheimer were surprised to hear that not all the rest rooms had cots and chairs, and they took immediate steps to have such additional facilities provided. A considerable sum of money has been allocated for additional rest room facilities and general improvement in existing facilities, including heating some of the rest rooms not already heated.

Lunch room and eating facilities

> "For those having the 40-minute lunch period the lunch rooms and the food served seem excellent and adequate.
>
> For those having only 20 minutes for lunch there does not seem to be adequate service. From the point of view of workers' efficiency and health, a minimum of thirty minutes for lunch has been set as a standard even during war times. If it is not possible to increase the 20-minute lunch period it would be desirable to bring more lunch wagons, serving hot foods, into the shops during the lunch period."

-- Captain Crisp pointed out that workers with 20-minute lunch periods did not want any longer time because they would prefer to quit work 40 minutes earlier each day.

-- Captain Crisp also said that lengthening the lunch periods would be difficult because of the shift changes necessary and the transportation difficulties that would ensue.

-- Additional portable canteens and chow wagons are to be provided, so that more workers can get hot food, coffee, etc., in spite of their short lunch period.

Safety

> "a) There should be a clear delegation of responsibility for enforcing safety rules and regulations in general. There now seems to be a division of responsibility among safety inspectors, supervisors, and women coordinators.

Safety

"b) Supervision which has continuing contact with workers should bear the major responsibility for enforcing all safety rules and regulations, among both men and women. This should include work dress requirements for women, as outlined in Manager's Order No. 9-42, Revised.

c) Coordinators having women working in all parts of the Yard cannot possibly keep adequate check on their dress so as to bear sole responsibility for this. Hence their role should be merely supplemental to that of supervisors with respect to safety enforcement.

d) Informing workers that safety equipment is available is not enough. They should be made to see the necessity of using it. This requires a continuing educational process among both workers and supervisors as to the need for use of respirators, goggles, hard hats, etc.

e) Hard hats could be used to advantage by more employees working in places where there is danger of falling articles.

f) Workers requiring hard hats should be able to get them immediately without having to wait possibly weeks before they are assigned a shop number and given tool checks. Women coming into Shop #72 are particularly hampered by this inability to get hard hats.

g) More care should be taken to see that women have their hair completely covered. Stiff caps are preferable for those working around machines, as the stiffness serves as a warning when the head is too close to moving parts.

h) Respirators and gauze masks could be used to advantage by more workers, such as those on spray painting, Kapok filling, and machine wire brushing inside boats, where dust, paint, and metal particles are in the air."

-- Captain Crisp was in complete accord with our observations on safety, and he was fully aware of the fact that there was not always adherence to all safety rules. Through a continual educational process it was hoped that this condition could be gradually remedied. The Navy Yard does have a very low accident rate in spite of the need for even stricter safety enforcement.

— Captain Crisp pointed out that even though the supervisors may on the surface have not expressed too much responsibility for the safety of women workers, these men know that they are really responsible for the safety of all workers under them, including the women. The work of the coordinators merely supplements the supervisors' safety instruction.

— The matter of new employees not being able to get hard hats before being assigned tool checks was going to be investigated and rectified.

Intake procedure and selection of women

> " a) There should be private interviewing booths in which women seeking employment can be interviewed and counselled before they are ever brought into the Yard. More time should be spent on the intake interview to discuss child care problems, housing, and transportation. The interviewer can also de-glamorize the work and screen out those who are motivated largely by idle curiosity and adventure.
>
> There should also be an analysis of the applicant's physical and mental qualifications for work on the Yard. This particularly is important in a heavy industry such as shipbuilding, where much of the work is of a nature not normally considered suitable for women. This procedure may require an increase in interviewing staff.
>
> It is believed sound to be more selective at the point of employment and thus avoid having these problems arise after the women are on the Yard. The stricter physical examination now contemplated seems highly advisable since much of the work is heavy, requires constant standing and lifting, and must be done under trying conditions.
>
> b) Interviewers of women should make periodic trips through the yard to familiarize themselves with jobs on which women are being employed, so they can make an intelligent analysis of a woman's qualifications in terms of what is expected of her on the job."

— The Yard had already given some thought to having private interviewing booths, and our raising the question again gave added emphasis to the importance of this. According to Commander Dersheimer, they would soon go ahead with plans for providing interviewing booths.

-- Emphasis was given to the importance of counselling women at the time of their filing on application for employment. Just what type of counselling will be devised when the interviewing booths are provided remains to be seen. The soundness of being more selective in the choice of women was also pointed out. There was agreement that this was advisable.

> "Employment of women with young children should definitely be discouraged. They should be hired only when it is clear that adequate provision has been made for the care of the children. Even though turnover reports do not indicate that need for child care is a major cause for women leaving, it appears from conversations with the coordinators that this is a basic factor which women do not always admit."

-- It was agreed that the employment of women with very young children should be discouraged, but Captain Crisp said they had no choice as long as the supply of single women and married women with no children was not adequate to meet their labor needs.

Recruiting of women

> "The area of recruiting women should be expanded so that a more desirable type of worker can be obtained. However, additional housing facilities for single women should first be provided."

-- The Navy Yard is now engaged in a new recruiting campaign for women in near-by counties. The Yard Coordinator has appeared on the radio as a part of this campaign, and she is to appear on future broadcasts. A much broader recruiting campaign for both men and women is being planned. The Navy Yard requested a summary list of all occupations on which we found women employed during our survey, to be used as a part of this new recruiting campaign for women. This occupational summary was sent on April 26.

Exit interviewing of women

> "If exit interviews are to provide a true picture of causes of turnover, there should be sufficient time for adequate interviewing. It is desirable to have women exit interviewers for the women."

-- Steps were immediately taken to select a woman for training as an exit interviewer. This woman has now been selected and has been in close touch with the Yard Coordinator, following her day-to-day activities and acquainting herself with the system of shop coordinators. She is also going into all the places where women are employed and observing the type of work done, the conditions of work, attitudes of different shop supervisors, etc. She is using all the food service facilities just as the women must use them, and is riding on all the public conveyances in the Yard. She is looking into all the rest room and locker room facilities for women. By the time she starts exit interviewing she will be completely familiar with the jobs performed by women, the working conditions, service facilities, etc., when the women begin discussing these factors as possible causes for leaving the Yard. She will very soon start interviewing all women who leave the Yard, and separate turnover reports will be kept for women as a result of this new system. Her reports will also give clues as to whether or not there is a higher turnover among women in certain jobs than in others.

Housing

> " a) Some of the vacant men's dormitories might be converted into women's dormitories. The family units should not be limited to use of men with families, but should also be available if needed to small groups of women.
>
> b) There should be more adequate provision for housing Negro women."

-- It was hoped that the new women's dormitories would be completed before too long so that there would be adequate housing for women without converting more men's dormitories.

-- Captain Crisp asked the Yard Coordinator to provide him with actual figures on the number of women who would be interested in moving into family units so he would have some basis for asking the local Housing Authority to change the regulation banning use of family units by single and unattached women.

-- It has now developed that one of the housing units in the new women's dormitories will be used by colored women.

Women coordinators

> "a) Selection of coordinators should be vested in no one person, but should be made jointly by the shop master, head Yard Coordinator, and Industrial Relations and Personnel Officer. Participation by the Industrial Relations Department is particularly important because the shop coordinators are expected to interpret yard policies as well as shop policies regarding women's employment.
>
> b) It is noted that the duties, responsibilities, and effectiveness of coordinators vary from shop to shop. This variation seems to be due to both differences in capabilities of coordinators and differences in attitudes of shop masters and quartermen. A more unified system seems desirable. Coordinators should function uniformly to relieve masters of petty and time-consuming problems relative to the employment of women.
>
> c) Duties of coordinators: Where coordinators were observed as functioning most effectively, the following appear to be their principal recognized duties:
>
> (1) Receiving women assigned to the shop from the training school, and talking to them for an hour or two regarding the coordinator's function, shop regulations, shop policies, sick leave, annual leave, lunch periods, rest periods, safety, etc.
>
> (2) Assigning women to specific jobs on the basis of job requirements made known by quartermen and leading men, bearing in mind the qualifications of the individual women.

Women coordinators (contd.)

> (3) Making recommendations regarding transfers, reratings, and discharges.
>
> (4) Dealing with all personal problems of the women, including both private matters and those relative to adjustment to other workers and to the job.
>
> (5) Checking on observance of safety rules.
>
> d) In shops in which the function of the women coordinators is not fully developed, or in which new coordinators are being assigned, the Industrial Relations Department should clarify to both supervisors and workers the position of the coordinators. The training course for supervisors may be used as one point at which information concerning the women coordinators is brought to the supervisors."

-- Captain Crisp and Commander Dersheimer felt that the system of women coordinators was still too new for standardization, there being much to be learned as to what the duties and functions of the coordinators should be. It was believed best to go along on an experimental basis for a while as yet, before issuing any Manager's Order stipulating the powers and duties of coordinators.

Work on ships and ways

> "In general, work on ships is not in conformity with normal standards of working conditions for women as advanced by the Woman's Bureau. The cramped quarters, close juxtaposition of workers, and awkward and uncomfortable positions in which work must frequently be done, make much of the work undesirable for women. The inherent nature of work on ships and ways involves intermittent periods of idleness which may give rise to complications when men and women work together.
>
> It must be recognized, however, that this is a war emergency and conditions of peace-time work cannot always prevail. Since some of the work must be done by women, the following recommendations are made as possible ways of minimizing the disadvantages of using women on ships and ways:
>
> (a) Women should work in groups or teams wherever possible so as to avoid isolation in remote areas.

Work on ships and ways (contd)

(b) There should be more and better supervision, so that there is a better allocation of work and less standing around. This would cut down problems of discipline and also result in more effective labor utilization.

(c) There should be women coordinators assigned to specific areas on ships and ways, having jurisdiction over all women employed within their areas, irrespective of craft lines. Under the present system it is impossible for a shop coordinator, with her many widely scattered duties, to keep track of the few girls from her shop who may be on one or another of the ships.

(d) Emphasize women's replacement of men in the shops rather than on ships and ways, even to the point of shifting men from shop work to the ships. It is desirable to keep the number of women on ships at a minimum."

General note on the use of women:

"(a) There are certain jobs which may be detrimental to a woman's health if continued over a long period of time. Among them are scaling, sandblasting, machine wire brushing, truck driving, and the operation of large pneumatic drills. The medical department should be charged with the responsibility of watching the effect of such jobs on women.

(b) The work of the women might be redirected more frequently from one task to another even if this cuts across craft lines. This will diminish the time they spend waiting for jobs and give them more of a sense of being productive, and this may serve to cut down absenteeism and bring about a better utilization of labor."

-- Captain Crisp agreed that it was not desirable to use women on the ships and ways but from a labor supply standpoint this was imperative, because men are not available to do this work.

-- Captain Crisp said a certain amount of the standing-around on the part of the women on the ships was inevitable until they became adjusted to this type of work, and the men became accustomed to using them as helpers. He pointed out that when women were first taken into the shops there was a good deal of standing around, too, until they became accustomed to the work.

-- There was considerable interest in the suggestion that there should be certain women coordinators who should have jurisdiction over all the women working aboard ship irrespective of the crafts in which they were working. It was finally decided that a group of such coordinators could work out of the ship superintendent's office rather than out of some particular shop. Each coordinator would have control over all the women working in her area. Where special problems arise in connection with a particular woman, the ship coordinator will then work in conjunction with the coordinator in the shop from which the woman came. On April 3 plans were under way for putting this system of new coordinators into effect. One woman has been placed in training for this work.

-- Captain Crisp pointed out that the Medical Department and the Industrial Hygiene Laboratory were on the watch for industrial and health hazards. Until evidence appeared that certain occupations were producing harmful results, the urgency of the labor needs made it imperative to continue the use of women in these occupations.

(Our analysis of the suitability of special jobs will be given in the occupational section of this report.)

Child care

> "There should be continuing cooperation with the local child care committee in providing them with information as to the number and ages of children, shifts worked by mothers, and their places of residence. Only in this way can an intelligent long-run child care program be planned."

-- Captain Crisp said that the Navy Yard had always been very willing to cooperate in every way on the child care program, but as far as he knew there was no such thing as a child care committee in Vallejo. (It developed later that the original child care committee was dormant, and had been non-functioning for many months.)

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-- There were no statistics in the Navy Yard as to how many women had children, where they lived, the ages of the children, etc. Consequently we took a sample of 996 women to get some concrete information on the subject. This material was tabulated and analyzed (see Child Care section of the report) and copies given to the Navy Yard. The information helped define the child care problem and has since proved very valuable to the Yard officials in meeting with the Vallejo Day Care Committee, the office of Defense Health and Welfare Services, and at the meeting with Florence Kerr (see below).

-- It was further suggested that the Yard Coordinator contact the various shop coordinators to get the working mothers' views of their personal child care problems and their reactions to the child care program in Vallejo. This was done, and a resume of the findings are included in the Child Care section. This information was used by Mrs. Bishop in meetings which we arranged for her to attend in San Francisco.

-- A meeting was arranged on April 20th with Mr. Richard Neustadt, Regional Director of the Social Security Board, Pearce Davies of the ODHWS, Norene Aubrey, Research Assistant in ODHWS, and Helen Bary, Assistant Regional Director of the Social Security Board. Mrs. Bishop presented the problems of the working mothers at the Navy Yard and the operation of the nurseries in Vallejo. Mr. Neustadt said he would see what he could do to revive the day care committee in Vallejo. He explained that the Vallejo experience was somewhat typical of other communities in California because of the inherent weakness in the defense council set-up in California.

-- Mrs. Bishop then attended the meeting with Florence Kerr, Public Service Director, FWA, on the same day (April 20). She summarized the problems in connection with the child care program in Vallejo, the extent to which the needs of the mothers in the Yard were not being met, etc.

The highlights of her report included transportation difficulties in getting the children to the nurseries, the nurseries not staying open long enough for the mothers to have any time for shopping before calling for the children, the need for 24-hour care, the need for a better after-school program, the need for vacation-time care for school children, and the inadequacy of equipment in certain nurseries. She told of the need for educating the mothers to the theory of nursery care for their children as this was something completely foreign to many of them.

At the same meeting were representatives of Federal agencies, state agencies, school board officials, city officials, etc., all of whom were interested in the Federal Works Agency program. Among these were officials from Vallejo who were brought to a sudden awareness that they were not adequately fulfilling their function in administering the child care program. After the meeting we talked to Mr. Altucker, Superintendent of Schools in Vallejo, and questioned him as to why the local day care committee was no longer functioning. The apparent need for its functioning was pointed out in the light of the problems arising at Mare Island, which could be met only on a community basis, and not solely as a school board project. He admitted that several months had elapsed since the committee met last, and he should perhaps do something about calling it together again. He felt that fees and transportation were the main thing hampering the program in Vallejo.

Mr. Alltucker called a meeting of the day care committee, which was held on April 27. Mrs. Bishop and Commander Deitz, of the Mare Island Navy Yard, both attended. All the child care problems of the women in the Navy Yard again were presented by Mrs. Bishop; she used the statistics on numbers of women with children, ages of the children, etc., to good advantage. Action was to be started on some means of coping with the transportation problems of the women in getting children to the nurseries. Consideration was given to changing the hours of the nurseries so that the women would have more time to pick up their children after work, and sufficient time to do some shopping. The after-school program was discussed and it probably will be expanded. There was discussion of the five additional nurseries which are contemplated for Vallejo. The Community Chest offered to pay the fees for mothers who are unable to bear the expense. Mrs. Bishop was asked to be a member of the dvisory Committee of the Vallejo Board of Education, and a member of the Civilian Defense Council.

-- Mrs. Bishop and Commander Deitz made a surprise inspection of all the nurseries in Vallejo on May 4 to get first-hand information on each of them, and an insight into why many women objected to sending their children to the nurseries. It was found that some were poorly equipped, some were not kept very clean, and it was felt that some of the women in charge of the nurseries were not of the best type for young children. A complete report of these findings is to be made to the nursery board in the Navy Yard, and the findings will undoubtedly be transmitted to the local day care committee.

-- Upon returning from Mare Island the first part of April, both Mary Perry and Aleta Brownlee of the U.S. Children's Bureau were contacted, regarding the Children's Bureau's role in the child care matters. There was considerable discussion regarding counselling services for women seeking employment, where this counselling should take place, and how qualified persons could be obtained to do counselling.

-- After hearing about the Vallejo child care program, Miss Aleta Brownlee arranged to have us meet Katherine Switzer of the State Department of Social Welfare, to find out what the child welfare service worker in Vallejo was doing in connection with the child care program. Under the Children's Bureau program, the child welfare service workers in the local offices are to work with community groups on matters related to child care. Mrs. Switzer pointed out that the day care committee was not functioning, and there was the general feeling in the community that the Navy Yard was not interested in cooperating with community groups on such matters as child care. We told her that we did not know what the attitude of the Navy had been in the past, but felt certain that Mrs. Bishop, Commander Dershaimer, and Captain Crisp at this time would be very glad to cooperate with community groups in any way possible. She was then to transmit this information back to the child welfare service worker who represented her department in Vallejo.

U. S. Department of Labor
Women's Bureau
Washington, D. C.

Mare Island

785 Market St.
San Francisco,
California
2 April, 1943

To: Commander Oscar H. Dersheimer,
Industrial Relations and Personnel Officer,
Mare Island Navy Yard, California.

From: Margaret Kay Anderson and Jennie Mohr,
Field Representatives, Women's Bureau,
Washington, D.C.
U.S. Department of Labor

Subject: Summary of recommendations regarding employment of women.

A three-week survey of women's employment in the Mare Island Navy Yard has just been completed. A full report of this survey will be presented within the next ten days, including an analysis of the jobs women are doing, working conditions, and other factors relative to the effective utilization of women.

We feel that the Navy Yard has progressed far in putting women on necessary jobs and in adjusting conditions to their employment. It has been encouraging to find that both Navy and civilian personnel are recognizing and meeting the problems involved in bringing untrained women into an industry as foreign to them as shipbuilding.

In the following recommendations we have tried to keep in mind the practical needs of the Navy Yard, the work standards for women established by the Women's Bureau, and the experiences of other war industries in meeting problems relative to employing for the first time large numbers of women.

INDOCTRINATION:

Although the Manager's Order concerning new women employees states that all those coming into Group II should go through the Indoctrination Course, there appear to be wome departments in which this is not done. Some women come into supply, transportation, print shop, and flag loft directly from the Labor Board. It would seem desirable that all Group II women should go through the indoctrination course, as it covers general regulations and procedures which all new employees should know.

REST ROOMS:

We believe that the Navy Yard is sufficiently aware of certain inadequacies in rest room facilities and that every effort is being made to provide additional facilities where they are needed. Some features which should be considered are:

a) All rest rooms should be heated.

b) All rest rooms should have regular cleaning service. There are some outlying rooms which apparently are not serviced regularly.

c) There should be more provision for cots and chairs for use during rest periods and in case of illness.

LUNCH ROOM AND EATING FACILITIES:

For those having the 40-minute lunch period the lunch rooms and the food served seem excellent and adequate.

For those having only 20 minutes for lunch there does not seem to be adequate service. From the point of view of workers' efficiency and health, a minimum of thirty minutes for lunch has been set as a standard even during war times. If it is not possible to increase the 20-minute lunch period, it would be desirable to bring more lunch wagons, serving hot foods, into the shops during the lunch period.

SAFETY:

a) There should be a clear delegation of responsibility for enforcing safety rules and regulations in general. There now seems to be a division of responsibility among safety inspectors, supervisors, and women co-ordinators.

b) Supervision which has continuing contact with workers should bear the major responsibility for enforcing all safety rules and regulations, among both men and women. This should include work dress requirements for women as outlined in Manager's Order No. 9-42. (Revised)

c) Co-ordinators having women working in all parts of the yard cannot possibly keep adequate check on their dress so as to bear sole responsibility for this. Hence their role should be merely supplemental to that of supervisors with respect to safety enforcement.

d) Informing workers that safety equipment is available is not enough. They should be made to see the necessity of using it. This requires a continuing educational process among both workers and supervisors as to the need for use of respirators, goggles, hard hats, etc.

e) Hard hats could be used to advantage by more employees working in places where there is danger of falling articles.

f) Workers requiring hard hats should be able to get them immediately without having to wait possibly weeks before they are assigned a shop number and given tool checks. Women coming into Shop #72 are particularly hampered by this inability to get hard hats.

g) More care should be taken to see that women have their hair completely covered. Stiff caps are preferrable for those working around machines, as the stiffness serves as a warning when the head is too close to moving parts.

h) Respirators and gauze masks could be used to advantage by more workers, such as those on spray painting, Kapok filling, and machine wire brushing inside boats, where dust, paint, and metal particles are in the air.

LABOR BOARD:

a) There should be private interviewing booths in which women seeking employment can be interviewed and counselled before they are ever brought into the yard. More time should be spent on the intake interview to discuss child care problems, housing, and transportation. The interviewer can also de-glamorize the work and screen out those who are motivated largely by idle curiosity and adventure.

There should also be an analysis of the applicant's physical and mental qualifications for work in the yard. This is particularly important in a heavy industry such as shipbuilding, where much of the work is of a nature not normally considered suitable for women. This procedure may require an increase in interviewing staff.

It is believed sound to be more selective at the point of employment and thus avoid having these problems arise after the women are on the yard. The stricter physical examination now contemplated seems highly advisable since much of the work is heavy, requires constant standing and lifting, and must be done under trying conditions.

b) Interviewers of women should make periodic trips through the yard to familiarize themselves with jobs on which women are being employed, so they can make an intelligent analysis of a woman's qualifications in terms of what is expected of her on the job.

c) Employment of women with young children should definitely be discouraged. They should be hired only when it is clear that adequate provision has been made for the care of the children. Even though turnover reports do not indicate that need for child care is a major cause for women leaving, it appears from conversations with the co-ordinators that this is a basic factor which women do not always admit.

d) If exit interviews are to provide a true picture of causes of turnover, there should be sufficient time for adequate interviewing. It is desirable to have women exit interviewers for the women.

e) The area of recruiting women should be expanded so that a more desirable type of worker can be obtained. However, additional housing facilities for single women should first be provided.

HOUSING AND CHILD CARE:

a) Some of the vacant men's dormitories might be converted into women's dormitories. The family units should not be limited to use by men with families, but should also be available if needed to small groups of women.

b) There should be more adequate provision for housing Negro women.

c) There should be continuing cooperation with the local child care committee in providing them with information as to the number and ages of children, shifts worked by the mothers, and their places of residence. Only in this way can an intelligent long-run child care program be planned.

WOMEN CO-ORDINATORS:

a) Selection of co-ordinators should be vested in no one person, but should be made jointly by the shop master, head yard co-ordinator, and Industrial Relations and Personnel Officer. Participation by the Industrial Relations Department is particularly important because the shop co-ordinators are expected to interpret yard policies as well as shop policies regarding women's employment.

b) It is noted that the duties, responsibilities, and effectiveness of co-ordinators vary from shop to shop. This variation seems to be due to both differences in capabilities of co-ordinators and differences in attitudes of shop masters and quartermen. A more unified system seems desirable. Co-ordinators should function uniformly to relieve masters of petty and time-consuming problems relative to the employment of women.

c) Duties of co-ordinators: Where co-ordinators were observed as functioning most effectively, the following appear to be their principal recognized duties:

(1) Receiving women assigned to the shop from the training school, and talking to them for an hour or two regarding the co-ordinators function, shop regulations, shop policies, sick leave, annual leave, lunch periods, rest peridds, safety, etc.

(2) Assigning women to specific jobs on the basis of job requirements made known by quartermen and leading men, bearing in mind the qualifications of the individual woman.

(3) Making recommendations regarding transfers, re-ratings, and discharges.

(4) Dealing with all personal problems of the women, including both private matters and those relative to adjustment to other workers and to the job.

(5) Checking on observance of safety rules.

d) In shops in which the function of the women co-ordinators is not fully developed, or in which new co-ordinators are being assigned, the Industrial Relations Department should clarify to both supervisors and workers the position of the co-ordinators. The training course for supervisors may be used as one point at which information concerning the women co-ordinators is brought to the supervisors.

WORK ON SHIPS AND WAYS:

In general, work on ships is not in conformity with normal standards of working conditions for women as advanced by the Women's Bureau. The cramped quarters, close juxtaposition of workers, and awkward and uncomfortable positions in which work must feequently be done, make much of the work undesirable for women. The inherent nature of work on ships and ways involves intermittent periods of idleness which may give rise to complications when men and women work together.

It must be recognized, however, that this is a wareemergency and conditions of peace-time work cannot always prevail. Since some of the work must be done by women, the following recommendations are made as possible ways of minimizing the disadvantages of using womeh on ships and ways.

a) Women should work in groups or temms whenever possible so as to avoid isolation in remote areas.

b) There should be more and better supervision, so that there is a better allocation of work and less standing around. This would cut down problems of discipline and also result in more effective labor utilization.

c) There should be women co-ordinators assigned to specific areas on ships and ways, having jurisdiction over all women employed within their areas, irrespective of craft lines. Under the present system it is impossible for a shop co-ordinator, with her many widely scattered duties, to keep track of the few girls from her shop who may be on one or another of the ships.

d) Emphasize women's replacement of men in the shops rather than on ships and ways, even to the point of shifting men from shop work to the ships. It is desirable to keep the number of women on ships at a minimum.

GENERAL NOTE ON THE USE OF WOMEN:

a) There are certain jobs which may be detrimental to a woman's health if continued over a long period of time. Among them are scaling, sandblasting, heavy machine wire brushing, truck driving and the operation of large pneumatic drills. The medical department should be charged with the responsibility of watching the effect of such jobs on women.

b) The work of women might be redirected more frequently from one task to another even if this cuts across craft lines. This will diminish the time they spend waiting for jobs and give them more of a sense of being productive, and this may serve to cut down absenteeism and bring about a better utilization of labor.

[illegible]

Women's Bureau
U.S. Department of Labor
Washington

January 1942

San Diego, California, Summary - Confidential

Community and Background Notes.

A. Population -

The manager of the Industrial Division of the Chamber of Commerce estimated that the metropolitan population of San Diego was well over 300,000. The 1940 census showed 202,000 and the last estimate which did not take in all surrounding area which is a part of the San Diego area industrially was 276,000.

B. Employment -

Employment in the city has increased from 99,550 to 126,600 from January 1, 1941 to January 1, 1942. Aircraft has more than doubled in this period. The peak has not been reached, and will probably double again within this year. Local labor supply cannot meet this and the need for large numbers of women is imperative as many of the present employees will be drafted. Average age of men employees is 23 to 25.

Employment of women -

It is estimated that there is an untapped labor supply of more than 25,000 women which should be utilized to prevent further in-migration.

Active file of employment service showed: Total registered, 11,148; Men, 5,762, women, 5,386. This is not representative of women who would work and would register if a call went out for women. They have not registered because they knew there was little opportunity and also many are being employed directly at the gates. Close to 5,000 have been referred to schools for training. Training is being given quite extensively to women now. Of the women who come in from other States 60 percent have no training or industrial preference, about 40 percent have had either clerical or industrial experience.

Training of women -

All types of training - pre-employment and supplemental along aircraft and defense lines are offered by the National Defense Training School, some high schools and private schools. Courses are given in welding, electrical assembling, power sewing machine, tube bending, riveting, plaster pattern making, weight control drafting, blue print reading, stock keeping, etc.

In the National Defense Training School preference has been given to women from 22 to 35 years of age, although small proportions of younger and older have been trained. The work is on an individual basis and training has varied from 150 to 300 hours. Work is offered 6 days a week, 5 hours a day.

C. Migratory Workers Coming into the San Diego Area -

General -

Large numbers of people have come into San Diego for many years, as is evidenced by population statistics. However, beginning in the summer of 1940, and as a direct result of national defense program activities, a sharp increase has been noted. A large proportion of these workers has been needed; some of them, however, cannot be used.

Until two months ago no over-supply existed, with the exception of unskilled labor, persons without specific training, and female clerical and factory workers. Currently, with the leveling off in building construction activities, there has been added to this over-supply a considerable number of skilled building mechanics, particularly carpenters, and a large number of unskilled building construction laborers.

Migration out of this area has also been quite extensive. That migration both into and out of this area is a continuing process is evidenced by the constantly changing condition of our active file of applications for employment. Our total active file figures have not changed very much, but the movement of cards into and out of the active file amounts to several thousands per month.

Three major groups -

Workers coming into this area may, for the purpose of this report, be placed in three major classifications: Aircraft, building construction, and general.

Migration of aircraft workers began in the spring of 1940. The peak is yet to come and will probably be reached about July, 1942.

Migration of building construction workers started about September, 1940, and the peak was reached about April 15. As of that date the number started to dwindle.

The third large group of workers consists of the (1) so-called white collar class, (2) husbands and wives (mostly wives) who have followed defense workers to this area, and a (3) general group of persons without specific training or skills drawn here by attendant publicity in connection with the defense program. Volume of migration in connection with this large general group is not so extensive as in the case of the other two, but it will continue for a longer period. This migration commenced about the spring of 1940, and it is believed the peak will be reached about the end of this year, provided there is no new activity other than that now contemplated.

Source of migration -

In attempting to determine the areas from which migrants have been coming we have made an exhaustive check of our employment application files

and unemployment insurance claims records. 16.61 percent of our active applications for employment are migrants. 19.5 percent of our unemployment insurance claimants are migrants. (This figure has ranged as high as 28 percent on a monthly basis since last September.)

Only 9.1 percent of migrant applicants for employment are from the Eastern and New England States. of this number 6.09 percent are from New York and Massachusetts. Only 5.45 percent are from the deep South. Of this number 2.18 percent are from Florida. 22.32 percent are from the Rocky Mountain and Pacific Coast States. The major proportion of migrants, better than 63 percent, are from the eighteen Middle Western States.

Ninety-one percent of the unemployment insurance claimants are from 28 States. Of these 28 States, 7 percent are from New York and Massachusetts, 27 percent are from the Rocky Mountain and Pacific Coast States, and 57 percent are from the Middle West. From the 20 other States there are only 9 percent. These States are all Southern, Eastern, or New England States, with the exception of North Dakota.

Occupational characteristics -

Aircraft workers fall into two major classifications, skilled mechanics and potential trainees or recent aircraft training school graduates. It is from this latter group that the so-called helper groups are recruited.

Building construction workers are about evenly divided between skilled mechanics, all classifications, and unskilled laborers.

Of the general group about 60 percent of the women have no training to speak of. They have accompanied or followed their husbands to this area, but are definitely in the labor market for some kind of employment. The other 40 percent of the women are clerical workers and eastern factory hands with little probability for utilization of their skills in this area. About one-third of the men in the general group are so-called white collar workers, and the other two-thirds are without previous training or skills but attracted by and interested in aircraft employment. Many of this latter group are Middle Western agricultural workers.

Other general information -- all

The age range is from 18 to 65, with the bulk of them between 30 and 40 years of age. About 65 percent are male and 35 percent female. Practically all are citizens. Mostly all are whites, except in one category, that of building construction laborers, in which case about one-third are Negroes. About two-thirds are married and one-third single. Of those who are married about half come here without their families.

Cause of migration -

General publicity with respect to the national defense program, and especially publicity in connection with activity going on in this area, has been responsible for bringing in most of our outside people. While

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wages are the same as in other defense areas, wages have been a factor in drawing workers from the Middle West. It is, and has always been, necessary to recruit aircraft workers. Every known means is being used to secure the two principal types desired, that is, highly skilled workers and trainees. In the aircraft industry skilled workers have been recruited by clearance, by advertising, and by sending personal representatives to areas from which they might be secured. Trainees and school graduates have been secured by advertising, by arrangements with other private schools, and by clearance. The kind not desired, that is to say, those without skills and those unable to meet training class requirements have come of their own accord, as a result of the general publicity attendant with the increase in aircraft manufacturing. In the case of building construction workers, most of them have come in response to rumors. It has been necessary to secure some by recruiting methods, but not very many. These have been in certain highly skilled occupations.

The opportunity for work -

Up to two months ago practically all skilled building mechanics were able to find employment. At no time was it possible for all building construction laborers to secure work. At one time, but for a very brief period, all that came could be used, but the surge of migrants to this area in these classifications continued way beyond our ability to absorb them. At the present time there are approximately 2,000 building construction laborers on hand, about 800 carpenters, and from 500 to 700 other building craftsmen.

All skilled aircraft mechanics or other skilled mechanics who could be utilized in aircraft employment have found work. All training school graduates and all trainees could be placed up to the first of this year. About that time hiring in the industry was suspended and has only now commenced again.

In the meantime we built up what we thought was a reserve supply of graduate trainees to the amount of about 1,100. However, it is interesting to note that with a resumption of hiring and in an effort to fill our first few orders a survey determined that most of these graduate trainees had gone back home, secured employment in the industry elsewhere, or secured some other kind of employment locally. Of this group about 150 have been placed in the industry, and there are now on hand about 200 available for placement. The balance have become definitely unavailable, a great proportion of them by migration out of the area.

D. Housing -

In-migration of almost 100,000 into San Diego has caused serious housing problems, but they have been problems of the family group chiefly. Rents have increased 25 to 60 percent.

Defense housing projects for civilian workers and for navy have prevented any serious shortage. There are three projects for defense workers; one of 3,000 houses and with about 10,000 persons in the community was already occupied. The other two would be ready in a short time.

Three dormitories for single men have been built and provide housing for about 1,700 men. It was reported that they are only about half-filled. Locations are not especially convenient for food service and so far the dormitories have not been popular. If there should be a rapid increase in the number of unattached women, there was a feeling that these might be converted to dormitories for women.

In addition there are two trailer camps which have 450 trailers. These are Federal projects. Besides these, all around the outskirts of the city there are trailer camps and auto camps which are privately owned. Trailers in the Federal units were reported as rented only to families or to groups of single men.

A room registry is maintained by the San Diego Defense Council but it has been difficult to keep it up to date.

The Y.W.C.A. and room registry of the Defense Council were not conscious of any critical housing problems for women. In-migration of women has not been marked except as they have come with members of their families. Y.W. dormitory of 94 rooms is always full but they are mostly business girls. The Y.W.C.A. has three rooms kept for girls who may be stranded and they are not occupied to any marked extent. The Soroptimist Club also was reported as having three or four rooms at the Palms Hotel which they keep for women in distress but did not think these were often occupied by industrial girls. The girl with a job is finding a room but is having to pay more than men as women are not desired as tenants. Cheap rooms are in demand and almost none now available for less than 15 to 20 dollars a month, and this frequently means sharing a room. The Y.W.C.A. charges $16 a month for a double room, and $17 for a single. They said this was as high as private rates but that girls get more in service and privileges than in homes. There are kitchenettes and refrigerators with plans for girls to cook their own breakfasts; and there are laundry facilities, which is often not allowed in private homes.

The general opinion seemed to be that there was no acute problem as yet in the housing of women. Companies have preferred married women or those living in family groups. Single unattached girls have not come in any numbers. There has been some influx of business girls but all seem to have been housed without serious problems.

E. Recreation -

The U.S.O. has two women at the Y.W.C.A. and one at the Catholic center. So far the work of the U.S.O. with women has been only to register girls who will attend parties, dances, outings and other activities. Large numbers have enrolled and women are taking an active part in this recreation.

All the aircraft companies have extensive recreation programs. The Consolidated has taken over the entire facilities of the Y.W.C.A. for gymnasium, swimming, etc., and certain periods are open to women employees and wives.

The Y.W.C.A. and Defense Council did not have any plans for special programs for recreations for women, as no need is apparent so far. They would be glad to have suggestions. Women in the factories are mostly family women and not interested in group activities. Also, climatic conditions, nearness of mountains, beaches, etc., provides common facilities for outdoor recreation for all who desire it.

The adult education program of the San Diego School - business, vocational, and avocational is open to all and many take advantage of it.

F. Child Defense Centers (nurseries for children of working mothers) -

Miss Langdon and Dr. Powers from the U.S. Office of Education have visited San Diego during the last year and talked with the school board and school agencies as to the need for nurseries for the pre-school child. There have been three W.P.A. nursery schools for young children of families on relief and several private schools for middle class working mothers. Most of the private schools are filled and do not recruit many from the homes of industrial workers.

After December 8th and with the increased employment of women, Mr. Fred W. Morrison, Chairman of the Committee on Health and Welfare of the San Diego Defense Council appointed a child care committee, made up of representatives of various agencies concerned. They have been working out plans for nursery schools to be located in areas where defense workers live. Plans were still in the making, two meetings had been held to recruit women who would give volunteer service in assisting teachers paid by the W.P.A. Schools, other public buildings, church rooms, etc. will be used. Training courses in child care are to be given to the women volunteers.

The first nursery was ready to be opened. The daily schedule would be from 6:30 a.m. to 6:00 p.m. The possibilities of providing for children of school age if necessary were being considered. The problem of taking care of children of mothers who might work on the second and third shifts had not yet been discussed.

They expected to charge a fee, but the basis for the fee had not been decided. Lunch will be served to the children and milk and fruit juices will be given them during the morning and afternoon.

Mrs. Crumly, supervisor of W.P.A. nursery schools is in charge. The Linda Vista Housing Project for Defense Workers was visited with her. They hope to have a nursery here. Half the families had children under 5. Of almost 10,000 in Linda Vista, there were 4,000 children and more than one-half of these were under 5 and about 85 percent were under 11. However, not many women in Linda Vista are employed in aircraft or in any other employment.

January 7, 1942

Miss Ethel Erickson
Clark Hotel
Los Angeles, California

My dear Miss Erickson:

At Miss Stitt's request, and approved by Miss Nienburg, will you please add on page 5 to the firm schedule used in the Community study this question? f. When hours exceed State legal limit, are permits from State Labor Commissioner on file?

Sincerely yours,

Isadore Spring,
Chief Statistician.

IS:
MEG

1. Miss Erickson
2. File

OFFICE OF PRODUCTION MANAGEMENT
Labor Division

Rm. 1201, 785 Market St.,
San Francisco, California
December 9, 1941

Copy sent
Miss [illegible]
12/11
[illegible]

To: Mrs. Thelma McKelvey,
Head, Labor Supply Section,
Labor Relations Branch

From: Lee R. Smith,
Regional Labor Representative,
Twelfth Regional Labor Supply Committee

Subject: Visit of Miss Ethel Erickson to Los Angeles Area

Your letter of December 1 advising of the probable arrival of Miss Ethel Erickson in the Los Angeles area has been received.

Mr. William K. Shaughnessy, Research and Statistics Representative, advises the labor supply study he is making in connection with the local labor market in that area will not be concluded until about January 7, 1942. However, the information that he has current in his files and which is brought up-to-date at regular intervals will no doubt be of material help to Miss Erickson. This information will be available to her whenever she arrives.

My plans for the next two weeks are about as follows. I have a definite date to meet with the Industrial Area (Labor Supply) Committees in Seattle December 17 and in Portland December 18. Also, the Regional Labor Supply Committee has set December 22 at Los Angeles as a tentative date for its next meeting. If Miss Erickson can arrive in Los Angeles anytime after Friday, December 19, it will be possible for me to meet her there, and if such is arranged, it will be my intention to convene the Labor Committees in the Southern California area so that she may discuss labor matters direct with the representatives. Also, if she is coming to San Francisco and desires to talk with labor representatives in this area, the Labor Committee in the Northern California district can also be convened for her convenience.

It would be much appreciated if Miss Erickson will advise at an early date the approximate date she expects to arrive in this part of the country.

cc--Miss Ethel Erickson
lrs:mmw

[illegible]

JOSEPH H. HOWARD, M. D.
144 GOLDEN HILL STREET
MEDICAL BUILDING
BRIDGEPORT, CONN.

December 8, 1942

WOMEN'S BUREAU
1942
DEPARTMENT OF LABOR

Miss Mary Anderson, Director
U. S. Department of Labor
Women's Bureau
Washington, D. C.

My dear Miss Anderson:

A statement made by me in St. Louis to a reporter was to the effect that I was disturbed over the health of women workers in Bridgeport due to the frequent shifts which did not allow these women to become accustomed to the proper time for sleep and meals. No survey of this has been made in Bridgeport.

However, I believe that our Welfare Committee for Civilian Defense has discussed the matter with the Manufacturers' Association which in turn have talked it over with the workers, and I believe the opinion was that the workers themselves were satisfied with the frequent shifts, and were not willing to have these shifts of longer periods. I am, however, going to have Mrs. Bruel, the Chairman of our Welfare Committee, communicate with you on her findings.

My statement was made on my personal experience with these women workers. I specialize in the diseases of women, and come in contact with a great many of these War workers. They all have the same complaint, the inability to eat and sleep, and I have been even more distressed to find that many of the girls are taking Benzedrine tablets to keep them awake on the eleven to seven shift. I have not made this last statement publicly because I do not care to stir up newspaper comment on this matter. My Committee deals entirely with health matters, and we are interested in these factory conditions from that particular angle, with special emphasis on nutrition.

It might be well if a representative of your department could make a survey among the women workers in Bridgeport.

If I may be of any further service to you, please feel free to call upon me.

Sincerely yours,

Joseph H Howard M D

Joseph H. Howard, M. D.

JHH:FB

E C om

November 19, 1942.

Dr. Joseph H. Howard,
Bridgeport, Connecticut.

My dear Dr. Howard:

The Women's Bureau of the U. S. Department of Labor would appreciate very much receiving two copies of the survey of war plants in Bridgeport, Connecticut.

In the statement given in the Washington Post of October 26 it said that "the Bridgeport survey, began last May, was the first of its kind in the Nation.

Your cooperation in this matter is appreciated very much.

Sincerely yours,

efb

Mary Anderson, Director

Ag 22-28

Files

December 1, 1942.

Mr. Ronald A. Malony, Sales Manager
Bridgeport Gas Light Company
815 Main Street
Bridgeport, Connecticut.

My dear Mr. Malony:

We have your letter of November 24, and Dr. Alperts report has also been received.

This is not the study we had reference to. The newspaper story mentioned a study of the frequency of rotation of shifts as they affected the health of women workers, and Dr. Howard stated that as a result of the survey made in Bridgeport the recommendation would be that shifts should not be rotated oftener than once a month. I believe he said also this was the only study of its kind.

If you will be good enough to ask Dr. Howard about this, we shall appreciate your help very much. Apparently Bridgeport has more than one survey to its credit.

Sincerely yours,

PFN
erb

Mary Anderson, Director

Dr. Alpert's report has been sent under another cover.

Rec'd by RSM
12/1/42
in RFJ bookcase

The Bridgeport Gas Light Company

815 MAIN STREET

BRIDGEPORT, CONN.

WOMEN'S BUREAU
NOV 25 1942

November 24, 1942

Miss Mary Anderson, Director,
U. S. Department of Labor,
Women's Bureau,
Washington, D. C.

Dear Miss Anderson:

Your letter of November nineteenth, addressed to Dr. Howard, has been referred to us.

The statement in the Washington Post, of October twenty-sixth, probably referred to the report of Dr. Elmer Alpert, Assistant to the Technical Advisor in Charge of Industrial Nutrition of the Office of Defense Health and Welfare Services. A copy of the news story covering Dr. Alpert's report is attached. I believe that the National Research Council will issue the report in full.

Miss Elsie Wolfe, of your department, spent some time with us a few months ago and is fully informed on the details of the so-called "Bridgeport Plan". Since that time "The Plan" has been further developed to a point where you may wish to have a representative visit the City to obtain a picture of the present activities.

Under separate cover I am sending a copy of "Revolution in Bridgeport", a brochure that outlines our campaign.

Sincerely yours,

Ronald A. Malony

Ronald A. Malony
Sales Manager

RAM/L

August 31, 1942

Mr. Ronald A. Malony, Sales Manager
The Bridgeport Gas Light Company
815 Main Street
Bridgeport, Connecticut

My dear Mr. Malony:

Miss Elsie Wolfe of our field staff has given us a detailed report of the excellent work you have done in stimulating better lunches. It would appear to us that your technique had been excellent and that you need no further advice on sampling.

While we recognize fully the importance of proper nutrition and are doing our best to see that food is available in factories and the time is given to eating, direct work with home makers on the subject is outside our province. Inasmuch as the information to be disseminated comes from four Federal offices with very large staffs, we would feel hesitant to enter upon their activities.

May I suggest that you write the Office of Price Administration to send someone to organize grouping of volunteers for their survey?

I hope that you will understand that it is not through lack of interest but through the recognition of the importance of not having one Federal agency cut in on another Federal agency's work.

Sincerely,

Mary Anderson, Director

BMN:LW

Conn Mail
✓

August 31, 1942

Mr. Ronald A. Malony, Sales Manager
The Bridgeport Gas Light Company
815 Main Street
Bridgeport, Connecticut

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Sincerely,

Mary Anderson, Director

BMN:LW

The Bridgeport Gas Light Company

815 MAIN STREET

BRIDGEPORT, CONN.

WOMEN'S BUREAU

August 25th, 1942

Miss Mary Anderson
Women's Bureau
U. S. Department of Labor
14 N. Constitution Avenue
Washington, D. C.

Dear Miss Anderson:

As you may know, four departments of the Government have asked four cities, Bridgeport being one, to undertake a demonstration of the so-called "Block Plan." This is an organization of women closely paralleling the air warden set-up. Their duties will be to disseminate information supplied by the Office of Defense Health and Welfare, Office of Civilian Defense, Office of Price Administration, and the Agricultural Marketing Bureau of the Agriculture Department.

At a combined conference with representatives of these four departments in Washington they expressed to us the hope that a survey could be conducted in Bridgeport preliminary to the institution of the "Block Plan", which would be followed by a survey later to indicate the effectiveness of the organization. Two representatives from the ODHW are planning to come to Bridgeport to observe the survey.

Since we do not have anyone here who is familiar with the technique of sampling, we are wondering whether your department would care to cooperate to the extent of sending a representative here to help organize a group of volunteers to make such a survey. If such an arrangement could be made within the next two or three weeks it would greatly facilitate our work.

Very truly yours,

Ronald A Malony

Ronald A. Malony,
Sales Manager

RAM:B

SYRACUSE SURVEY OF HOUSEWIVES' OPINION ABOUT CIVILIAN PROTECTION....................................

SECRECY of Answers ABSOLUTELY RESPECTED

1. As things now stand, how much longer do you think the war is likely to last? (yrs) ..... 15 ?

2. What do you think American housewives can do that would help most to win the war?
Morale .. 16 1 Bonds .. 2 Defense industry, replace men .. 3 Civ Prot Work .. 4
Relief work .. 5 Salvage .. 6 Red Cross etc .. 7 Defense courses .. 8
Rationing .. 9 War food, nutrition .. X Other .... Yp Don't know .. 0

3. Who is the personnel officer of the Division of Civilian Protection for your block?
Know name .. 17 1 Know .. 2 Confused .. 3 Don't know .. 0

4. Has she talked to you about the war food situation particularly?
Yes .. 18 1 Not sure .. 2 Other matters .. 3 No .. 0

5. In recent talk or reading about foods, what points have been made that you think are
(a) Particularly good? (b) Particularly questionable?

	(a)	(b)	
Food a weapon of war	.. 19 1	.. 20 1	Other (good):
Gov't Do: Inform of food supplies..........	 2	 2	
Ration scarce foods...............	 3	 3	
Planning of meals	 4	 4	
You Do: Use plentiful food freely..........	 5	 5	
Buy scarce foods sparingly........	 6	 6	Other (questionable):
Learn ABCs of nutrition...........	 7	 7	
Watch newspaper for good food buys	 8	 8	
Listen radio for market news reports........	 9	 9	
Pass along government food information.....	 X	 X	
Explanation about cheese, milk, flour.......	.... Y	.... Y	
None, Don't know, Undecided	 0	 0	

6. Are there any foods which you think housewives should particularly use at the present time?
Cheese .. 21 1 Milk .. 2 Enriched flour or bread .. 3 Rough idea .. 4
Oranges, tomatoes, grapefruit .. 5 Green or yellow veg .. 6 Other veg., fruit .. 7
Meat, poultry, fish .. 8 Eggs .. 9 Butter, other spreads .. X
Other .... Y ? Don't know or Undecided .. 0

7. About how many
(a) pounds of cheese have you bought this past week? ... 22 ? ... 23 ?
(b) Quarts of milk? ... 24 ? ... 25 ?
(c) Pints of cream? ... 26 ? ... 27 ?
(d) Cans evaporated or condensed milk (large size)? ... 28 ? ... 29 ?
(e) Pounds of flour? ... 30 ? ... 31 ?

8. How many members of your household (eat here)? ... 32 ?

9. Do you think the government has or has not handled the food situation wisely?
HAS .. 33 1 has .. 2 has not .. 3 HAS NOT .. 4 Don't know or Undecided .. 0
(If has, How particularly? .... 34 ?
(If not: Why not? .... 35 ?

10. As respects foods, do you think the (a) National government officials have been helpful or meddlesome in their effort to educate or to regulate people? (b) How about the volunteer workers of the local Civilian Protection organization?
(a) HELP .. 36 1 help .. 2 med .. 3 MED .. 4 dk, u .. 0
(b) HELP .. 37 1 help .. 2 med .. 3 MED .. 4 dk, u .. 0

11. Do you think that the grocers are or are not taking unfair advantage of the war? How about milk dealers? Farmers? Labor on farms or in milk industry?

Grocers: ARE .. 38 1 are .. 2 are not .. 3 ARE NOT .. 4 Don't know, Undecided .. 0
Milk deal: ARE .. 39 1 are .. 2 are not .. 3 ARE NOT .. 4 dk, u .. 0
Farmers: ARE .. 40 1 are .. 2 are not .. 3 ARE NOT .. 4 dk, u .. 0
Labor: ARE .. 41 1 are .. 2 are not .. 3 ARE NOT .. 4 dk, u .. 0

12. Do you think that many people are or are not getting more than their fair share of rationed food?

ARE .. 42 1 are .. 2 are not .. 3 ARE NOT .. 4 dk, u .. 0 Somepeople .. 5 Other articles .. 6

13. Do you think that rationing of foods is or is not essential to winning the war?

IS .. 43 1 is .. 2 is not .. 3 IS NOT .. 4 dk, u, or depends .. 0

14. Do you approve or disapprove (a) freezing food prices at the present level? (b) Stabilizing wages at the present level?

(a) APP .. 44 1 app .. 2 dis .. 3 DIS .. 4 dk, u .. 0
(b) APP .. 45 1 app .. 2 dis .. 3 DIS .. 4 dk, u .. 0

15. Do you approve or disapprove our GIVING food supplies to countries fighting the Axis?

APP .. 46 1 app .. 2 dis .. 3 DIS .. 4 dk, u, dep .. 0 Sell only .. 5

CLASSIFICATORY DATA

1. Is any member of your immediate family (a) In the armed forces of the United States? (b) Employed in defense industry? (c) In charge of some part of civilian protection work?

(a) Yes .. 1 1 No .. 0 Released .. 2 Died .. 3 Injured .. 4
(b) Yes .. 2 1 No .. 0 Not sure .. 2
(c) Yes .. 3 1 No .. 0 Not sure .. 2

2. What is your relation to the household?

Wife .. 4 1 Daughter .. 2 Other relative .. 3 Widow .. 4 Housekeeper .. 5

3. What is the occupation of the head of your household?

Wages-factory .. 5 1 Wages-other .. 2 Salaried-executive .. 3 Salaries-other .. 4
Professional .. 5 Proprietor-farm .. 6 Proprietor-other .. 7 Housekeeper .. 8
Retired .. 9 Student .. X Unemployed .. Y Government Service .. 0

4. What schools have you attended? (Check highest only)

None .. 6 1 Grades .. 2 Business or Trade School .. 3 High School .. 4
College .. 5 No Answer .. 0

5. In what country were your parents born? In what country were you born?

Father .... 7 ? Mother .... 8 ?
You .... 9 ? (If born outside US, Are you a citizen?
Yes .. 9 X First papers .. Y No, No Answer .. 0

THANK YOU

AGE: 18-34 .. 10 1 35-54 .. 2 55 or over .. 3
RESIDENCE (Ward only) .... 11 & 12, 01 to 19
ECONOMIC CLASSIFICATION: A .. 13 1 (high) B .. 2 C .. 3 D .. 4 E .. 5
TIME of INTERVIEW: Before .. 14 1 After .. 2

Women's Bureau Visits to Connecticut Communities

- Recreational facilities -

New Britain and Bristol

New Britain - Y.W.C.A.; city recreational program

Bristol - No Y.M.C.A. nor Y.W.C.A. but Bristol Girls Club

Y.W.C.A. Two breakfast clubs for night shift girls, twice a week dances, picnics. (New Britain)

City Recreational Program City of New Britain has full time recreational director, mass recreation rather than small group activity. All under plans of National Recreation Association. USO will not be needed if this program succeeds.

Bristol Girls Club Similar to Y.W.C.A. activities. Two large plants have recreational activities for both men and women.

New London - Groton

State Defense Council, welfare and community service Committee.

One of most pressing problems - no available public transportation to service 2nd and 3rd shifts at Electric Boat

Center in New London has been completed and has done much in helping service men. Recreation for industrial workers and Negroes could be improved.

Bridgeport

USO. Y.W.C.A. City Recreation Board, Jewish Community Council, NCCS to come.

USO - large clubhouse (old YMCA). Weekly picnics, outings, large dance, informal group gatherings for square dances or games, splash dances, discussion groups and clubs. Groups plan own activities. "Owl Club" dance, 12 - 3 a.m. for swing shift twice a week. Every other week a splash dance at this hour. Twice a week dances and parties sponsored at Stratford for service men (air field). Sports and crafts program planned for girls. Transportation home by taxi provided by USO. Breakfast Club for late shift workers will be started again. Weekly dance at Seaside Park.

Bridgeport (continued)

Y.W.C.A. - industrial attendance splendid. New clubhouse well-equipped for all types of classes and recreation. Y.W.C.A. is most important recreational agency in Bridgeport and reaches a wide circle of industrial workers.

Phyllis Wheatley branch - colored - program now strictly one of recreation (facilities and advice given but no direction). Committee of defense workers meets once a week to plan its large activities. (Dance, tea, or picnic every 6 weeks.) Nightly meetings of clubs and informal groups. Sports - and bowling.

Waterbury

Y.M.C.A - ~~Bristol~~ Waterbury Girls Club, Neighborhood House, Scovill Girls Club.

No Y.W.C.A. or USO in Waterbury, but YMCA has facilities. 80% are Catholic in Waterbury. YMCA includes Catholics in Board of Directors.

No central meeting place for girls in Waterbury but YMCA has given Women's Council one end of the lobby. No director of women's activities; men's director of religious work is responsible for girls' club activities, swimming, bowling, skiing, archery, calisthenics, dances once a week, roof dances in summer. This YMCA program has little chance of success, as far as providing recreation for new girls, unless make known the facilities and provide woman director. Have access to USO funds but have not requested any aid. The new program must be sold to the women workers, and woman director badly needed - concensus of all.

Waterbury Girls Club - 60% of members under 16 - homemaking classes for underprivileged - also gym classes, dances and swimming. Does not offer the recreation that would attract industrial girls. Most of activities carried on in schools in different neighborhoods. Existence of this club is reason why no YWCA.

Neighborhood House - Negro - Others share also (Jewish, Italian, Irish) basketball, sewing, dancing, forums, suppers. Building no longer large enough to meet present needs.

Scovill Girls Club (of Scovill Mfg. Co.) largely office girls, but factory not excluded. Xmas baskets ~~and~~ to needy families in the plant. Clam bakes, picnics , dance a year. Their rooms (in Co. Bldg.) closed most of time - seems wasteful in view of recreation need in Waterbury.

New recreational association in process of forming at Scovill - will include all employees , broad program.

New Haven and Meriden

New Haven - YWCA, New Haven Recreation Guild for Girls; USO, Dixwell Community House

Meriden - USO - YWCA - YMCA - all agreed Meriden has excellent recreationa facilities.

New Haven - YWCA - very active industrial council, sports, calsses, dancing. Guild - Not the type of center to which an out of town worker would be attracted. USO - for men only - ;ounge in Station Dixwell - colored - several craft classes and clubs, facilities taxed to utmost capacity.

Meriden -- USO - no recreational project, a committee solely.
YWCA - recent reorganization . "tragic need" for recreation for women but town does not seem conscious of it.
YMCA - 1 full day and 2 a.m's. each week devoted to women's activities. Sports - but majority are housewies.

Miss Nienburg's Copy
Community -
Washington

Report of Conference with

Gilbert L. Rodier, Director, Region III (Washington and Metropolitan Area), FPHA,
Temporary Building #2 (Martha Ziegler, Mary Cannon)

Sites of new dormitories:

Living facilities for 15,000 to be provided -

(a) Near new Municipal Center, Constitution and John Marshall Avenues.

For 1,000 persons (In connection with the Civil Service Reception Center near the Union Station).

(b) Perhaps near Howard University - 1,000 rooms for Negro girls.

(c) Near new War Department Building for 7,000.

(d) Arlington Experimental Farm.
Suitland, Md.

(e) Near D. C. Armory.

(f) East Potomac Park.

Dormitory plans now being drawn according to preliminary sketches:

Dormitories to be 2-story buildings.
Small rooms for lounging.
Larger lobby and reception room on first floor.
Bath-rooms are spaced - several on each floor - not one big one.
Laundry and pressing facilities will be provided.
Dormitories that are not convenient to eating places will have eating facilities.
Recreation room for several units provided.

Also want to provide infirmaries.
Questions of doors, clothes, cupboards, proportions of single and double rooms undecided at this date.
Talked about furniture and Mr. Rodier wants to use more modern kind, that is without heavy frames. Present plans are to use sliding windows.
Nothing has been decided about directors for the dormitories.
Public Buildings Administration making plans for management.
Mr. Rodier said he would keep us informed, and wants our suggestions and our support in places where there may be difficulties.
Mr. Rodier was sure rents would be low.

February 6, 1942

Mrs. J. W. McCollum, President
National Council of Catholic Women
310 N. Oak Ave.
Gainesville, Florida

My dear Mrs. McCollum:

One of the field agents of the Women's Bureau has just been to the Burns City, Indiana, Area where around 600 women will be employed in April or May. It is expected that the women will commute from Bloomington, Bedford and Bloomfield. The Division of Housing of the Office of Emergency Management has requested the local Chambers of Commerce and the Mayors to make a rooms registration survey. So far no reports have come in.

Your local organizations may already be helping with this in these communities. Since it was agreed at the recent Women's Bureau Conference that housing facilities for women defense workers are a concern of women's organizations and a point where members can be of service, this information is submitted to you for transmission as you see fit to your local organizations concerned. You will note that the Chambers of Commerce and the Mayors have been asked to make the surveys; so offers of cooperation can be directed to those offices.

The Women's Bureau believes that adequate living and recreational facilities are important for women and all workers in defense industries, so there may be maximum production and no unnecessary turnover.

I think you will be interested and probably will be able to do something about this situation in the Burns City, Indiana, Area. Miss Margaret T. Lynch, Executive Secretary of your organization is also being advised of this matter.

With best wishes,

Sincerely yours,

Mary Anderson, Director

MA:IS

Community Ga.
[illegible]

March 20, 1942

Rear Admiral W. H. P. Blandy
Bureau of Ordnance
Navy Department
Washington, District of Columbia

Dear Sir:

As you probably know, the Women's Bureau is working with your office, as well as with that of the Under Secretary of War, to bring about the most effective use of women in war production plants. To this end we are not only determining the work that women can do effectively but are also concerned with the living needs of women workers who are or will be employed in large numbers in war plants.

Experience has shown that reasonable living comfort is necessary to maintain a stable production staff. In this connection we have asked our field agents, Martha Ziegler and Sarah Thurman, to call at the Naval Fuze Loading Plant while in Georgia. This call will be to determine the basic facts essential for interpretation of women workers living needs. Will you notify the Commander of the Office of Inspector in Charge at the Macon plant of our visit.

We have appreciated the courtesies extended to us by plants on the Pacific Coast that are now starting to take on women in large numbers.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

U. S. NAVAL ORDNANCE PLANT
MACON, GEORGIA
OFFICE OF INSPECTOR IN CHARGE

Refer To No.

March 18, 1942.

From: The Inspector of Ordnance in Charge

Subject: Visit of field agents, Miss Martha Ziegler and Miss Sara Thurman to U.S. Naval Ordnance Plant, Macon, Georgia.

Reference: (a) Ltr AsstDir. Women's Bureau, Labor Dept. of 16 March 1942.

Dear Madam:

Acknowledgment is made of reference (a), relating to the proposed visit of subject field agents. In response, the production of ordnance material at this activity is conducted by a contractor, the Reynolds Corporation, which has the responsibility of procuring employees required for such production. This corporation has adopted a system of procuring, investigating and training, which has the approval of the Inspector of Ordnance in Charge, and which has been found adequate. It is not believed that the Women's Bureau can assist the Reynolds Corporation in determining the basic facts essential to the community needs in this locality, and any endeavors to assist in this line probably will only be a repetition of the work being done by the Reynolds Corporation and may cause interference.

The women employed at this Plant have exhibited great zeal and industry, and in spite of the hazardous character of the work no undue difficulty has been experienced in obtaining recruits.

With further reference to subject visit, it is a rule that any individual who is not actually employed here, must first obtain permission from the Navy Department. To avoid any misunderstanding, if it is desired to actually see these women at work, specific permission must be obtained inasmuch as the operations are confidential.

Very truly yours,

A.B. McCRARY
Commander, USN(Ret)

U.S. Department of Labor
Women's Bureau
Att. Miss Bertha M. Nienburg
Assistant Director
Washington, D.C.

Community
needs

March 16, 1942

Plant Manager
Reynolds Company
Naval Fuze Loading Plant
Macon, Georgia

Dear Sir:

At the request of several Federal agencies this Bureau is making a survey of the community needs of women workers employed in plants in semi-rural areas. In this connection basic facts concerning women's employment in your fuze loading plant will be necessary.

Miss Martha Ziegler and Miss Sara Thurman of our staff will call upon you during the next week. May we have your cooperation and that of your personnel manager in this connection?

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Community facs.

Copy sent to Miss Ziegler

March 16, 1942

Commanding Officer
Naval Fuze Loading Plant
Macon, Georgia

Dear Sir:

The Women's Bureau is working with the Office of the Under Secretary of War to bring about the most effective use of women in war production plants. To this end it is determining the community needs of women workers where they are or will be employed in large numbers in new industrial areas.

In this connection we have asked our field agents, Miss Martha Ziegler and Miss Sara Thurman, to call at the Naval Fuze Loading Plant to determine the basic facts essential for interpretation of community needs. We hope we may have the cooperation of yourslf as well as the plant manager.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

[illegible]

November 17, 1942

Dr. Coleman G. Buford
Elizabeth, Illinois

My dear Dr. Buford:

Your letter to the Secretary of Labor has been referred to me for answer.

The Women's Bureau made a study of this plant in the beginning of its operation. We realized that this plant naturally would have to be located in an out-of-the-way place where people would have to come to work for many miles around, that the conditions of employment, therefore, would not be of the best, and that many people would be attracted to employment there.

We have called the attention of the authorities to the conditions that you speak of, and hope that they can be remedied.

Sincerely yours,

Mary Anderson, Director

MA:IS

DR. COLEMAN G. BUFORD
ELIZABETH, ILLINOIS

TEL. ELIZABETH 101

Oct. 15th, 1942.

Madam Perkins,
Secretary of Labor,
Washington, D.C.

RECEIVED
OCT 19 1942
Secretary's Office
Department of Labor

My dear Madam:

If the situation is as bad over the entire country as it is in this district of War Activities, we are in for a terrible moral decline. People who have never earned so much money, particularly women, are blowing it as if "more to come" would always be in effect. But that is not all. Our Government asks as many women to serve in these industries as can be spared from home. All kinds of women are thrown together. Our girls in their teens and decent mothers report for duty and are compelled to work among those whose evident morals set a poor standard and whose language is so vile that it is shocking to those not accustomed to such examples of womanhood. Today, a man noted for his filthy language, actually complained of the vile language of the women at the Proving Ground near Savanna, and remarked that it was no fit place for a decent woman. A good mother made the same complaint yesterday. I know of women going bad who would never have slipped had it not been for their standard having been lowered by their environment while at work and while riding to and from their work in crowded conveyances.

Can you not bring this to the attention of all plant managements and expect that they keep the atmosphere free of profanity ~~and~~ vulgarity. Men say the women are the worst offenders and that divorces are to multiply as a result of this situation.

I am,
Most respectfully, Coleman G. Buford, M.D.-F.A.C.S.

Would it not be well to bring this to the notice of the President through Mrs. Roosevelt? A survey might be desirable.

July 3, 1942

Dear Agnes: J O'Connor

It seems to me you were able to get quite a bit of information from your meeting. I am sending to Miss Ziegler the inquiries that you were able to make so that when she comes to Chicago a little later this month she can check up on this. I know she will also get in touch with you. The meetings are not held so often, so I hope you can attend them as well as those of the Regional Labor Supply Committee.

Agnes Nester has written in and wants Elisabeth to go to their October 2nd regional meeting, and I am answering to say that Elisabeth can go. So she will be in Chicago at that time. Everything is going along here as usual, and I am glad you are in Chicago so we can turn to you when we need you

With very best wishes, I am

Sincerely yours,

Mary Anderson, Director

MA:ef

Chicago - Ill
June 27-42.

Dear Mary :-

Received the varies surveys & read them. Also received a lenghty letter from Miss Zeigler which was very very helpful. She asked me to make specific inquiries which I did.

Enclosed find agenda 6th Conf. of Region VI. I took notes on each speaker also on the various comm. reports. If you want those reports let me know. I attended the Labor Supply, Transportation Etc. Robert C. Garrigan Chairm Most of the time was taken up with transportation problems. Mr Boslosny of O.D.T. spoke at lenght on transportation, he had made surveys of various city's not specially for war wkrs. but in general. The meeting revealed there were 22 different groups making surveys, on transportation. Civilian transportation relates closely to War Wkr transportation. School Bus question was brought up. Under present set up, school busses can only be used for school purposes. The Ill commerce Commission have schedules of all transportation thruout the state.

After all afternoon discussion it was agreed upon, the chairman appoint a sub. comm. to study transportation for War Wkrs. Also agreed to send out Questionaire by one agency. to Employers of War materials. I asked if the Womens Bureau would be consulted on this Questionaire. The chairman of the Comm. Garrigan said yes.

2/ After comm. meeting I contacted Mr Poslosny local O.D.T. man. gave him your name and address. & told him you would be the one to consult on this questionare.

When the report came on the floor. I spoke in reference to having the Womens Bureau in the picture when it came to making up the questionare. Mr McCarthy presiding, said all agencies would combine on this questionare. & that the Womens Buren would be in on it. A general discussion followed. Someone brought up the question of women, boys & girls working on the farm. I said the womens bureau have set up standards for women boys & girls on the farm.

Supt. of Schools McCahey in Chicago said in his commencement speech, as a patriotic duty boys & girls graduates of elementary schools should go on the farms, & return in fall for further education. I think it would be well to mail him a copy of those standards.

Will you convey to Miss Zeigler my sincere thanks for her lenghty letter of information.

Do you want those surveys of Kingsbury Ind. Burns City Ind. Joliet Wilmington Elwood Ill. Alton, Crab Orchard area, Rock Island Moline, Davenport. sent back to you.

Had a few words with Miss Tracy Copp. I enjoyed the Conf. got a lot of information.

Best Love
Agnes J. O'Connor

Spoke to Mr Robinson regional recreation representative. Am listing the towns and reports.

Burns City Ind. no women employed.

Crab Orchard Lake Ill. U.S.O. & W.P.A. both active in those localities

Savana Ill. U.S.O. center for soldiers only

Rock Island Ill. U.S.O. has worker in R.I.

E. Alton Ill. Made Study also recommendations

Ravenna Ohio. In process of putting in eating facilities. He did not know how many women live in the dormitories

---

Elwood Ordnance Plant The recreation Bld. has not been approved by Kenneth Reg. Engineer of F.W.A. consequently not buildt.

Walkerton Ind. No change. Dormitory half filled. Women don't stay in dormitory long.

Jeffersonville + Charleston Ind. No federal new bld. no new facilities U.S.O. rented quarters in Jeffersonville for club work. A Bld. in Charleston taken over for recreational purposes too.

Newton Falls Parties + recreation for girls in dormitories.

(over)

SOCIAL SECURITY BOARD
WASHINGTON, D. C.

Bureau of Business Management

IN REPLY REFER TO
FILE NO.

Mr Robinson said. the Y. W. C. A. have bulleton on U. S. O. activities pertaining to women.

Life Magazine for week of June 29. have several pages of U. S. O. work. one picture of women war workers, taking up personality cources & gym classes.

Agnes J. O'Connor

WOMEN'S BUREAU
[illegible]
DEPARTMENT OF LABOR

COPY

Chicago, Ill.
June 27-42

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Had a few words with Miss Tracy Copp. I enjoyed the Conf. got a lot of information.

Best Love

/s/ Agnes J. O'Connor

Spoke to Mr. Robinson regional recreation representative. Am listing the towns and reports.

Burns City, Ind.	No women employed.
Crab Orchard Lake, Ill.	U. S.O. & W.P.A. both active in those localities
Savana, Ill.	U.S.O. Center for soldiers only
Rock Island, Ill.	U.S.O. has worker in R.I.
E. Alton, Ill.	Made study also recommendations
Ravenna, Ohio	In process of putting in eating facilities. He did not know how many women live in the Dormitories.
Elwood Ordnance Plant	The recreation Bld. has not been approved by Kenneth Reg. Engineer of F.W.A. consequently not built.
Walkerton, Ind.	No change. Dormitory half filled. Women don't stay in Dormitory long.
Jeffersonville & Charlestown, Ind.	No federal new bld., no new facilities U.S.O. rented quarters in Jeffersonville for club work. A Bld. in Charlestown taken over for recreational purposes too.
Newton Falls	Parties & recreation for girls in Dormitories

Mr. Robinson said, the Y.W.C.A. have bulleton on U.S.O. activities pertaining to women.

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Agnes J. O'Connor

AGENDA

SIXTH CONFERENCE
REGIONAL COUNCIL, REGION VI
OFFICE OF DEFENSE HEALTH AND WELFARE SERVICES

JUNE 25-26, 1942
FLORENTINE ROOM, CONGRESS HOTEL
CHICAGO, ILLINOIS

H. L. McCARTHY, REGIONAL DIRECTOR

WOMEN'S BUREAU
JUN 30 1942
DEPARTMENT OF LABOR

THURSDAY, JUNE 25
Morning Session, 9:15 A.M.

I. a. Buell Maben, Regional Director, Agricultural Marketing Administration Substitute Speaker.
   Recent Developments in the A.M.A. Program to Meet War Emergency Needs

   b. Hugh R. Jackson, Chief of Operations, Civilian Mobilization Section, OCD Substitute Speaker.
   The Civilian Mobilization Program

   ✓ c. Charles E. Miner, Local Public Works Programming Office
   Recent Developments in the Local Public Works Program

   ✓ d. Merrill B. Knox, Regional Consultant, Office of Defense Transportation
   Plans and Problems in the Development of the ODT Regional Program

II. Organization of Committees

THURSDAY, JUNE 25
Afternoon Session

III. Committee Meetings (All committees will meet concurrently).

FRIDAY, JUNE 26
Morning Session, 9:15 A. M.

IV. Reports by Committee Chairmen

V. Discussion of Committee Reports and Action by Conference Membership

FRIDAY, JUNE 26
Afternoon Session

VI. ✓ a. Edmund H. Eitel, District Manager, Priorities Division, WPB Regional Office
✓ A Summary of the WPB Program with Emphasis on the Social Welfare Implications

✓ b. Major General Samuel T. Lawton, Central Defense Command, Great Lakes Sector
✓ Observations: 15 Months Active Defense Command Service, Social Welfare Implications

✓ c. Helen S. Mitchell, Principal Nutritionist, Division of Nutrition, ODHWS
National and Regional Developments in the Nutrition Program

d. George H. Field, Regional Director, FWA
New FWA Organization in Relation to Community Facilities

COMMITTEES - COMMITTEE CHAIRMEN

✓ a. Vocational Rehabilitation and Placement of Civilian and Military Personnel - Chairman - Tracy Copp, Agent, Vocational Rehabilitation Division, Office of Education
2nd fl.

✓ b. Family Security and Related Social Welfare Problems
Chairman - Martha E. Phillips, Chairman, Regional Family Security Committee, ODHWS McArthur Room Rm 10

✓ c. Transportation, Labor Supply, Housing, and Related Community Facilities Roosevelt Room at 2:00 P.M.
Chairman - Robert E. Garrigan, Assistant Regional Director, ODHWS

✓ d. Education, Recreation, and Related Services
Chairman - Wilfred F. Clapp, Senior Specialist on School Facilities, Region VI, ODHWS Avenue Room

✓ e. OCD - ODHWS - State Defense Council Relationships
Chairman - James Brunot, Secretary, Committee on Community Organization Buckingham Room

Corr. Dir.

June 8, 1942

Mr. Henry L. McCarthy
United States Courthouse Building
Chicago, Illinois

My dear Mr. McCarthy:

I am enclosing a copy of the report on the second visit of one of the Women's Bureau field agents to Kingsbury, Indiana.

Sincerely yours,

Mary Anderson, Director.

Enclosure
MA:MC:
MNG

RDC-VI

Defense
Community
Files

FEDERAL SECURITY AGENCY
COORDINATOR OF
HEALTH, WELFARE, AND RELATED DEFENSE ACTIVITIES

OFFICE OF THE
REGIONAL COORDINATOR
Region VI
(Ill., Ind., Wis.)

105 West Adams Street
Chicago, Illinois

May 18, 1942

WOMEN'S BUREAU
MAY 21 1942
DEPARTMENT OF LABOR

Miss Mary Anderson
Director, Women's Bureau
U. S. Department of Labor
Washington, D. C.

Dear Miss Anderson:

This is to acknowledge receipt of your surveys of defense areas made in this region.

These reports will be of great value to this agency in keeping other agencies informed concerning developments in the defense areas. Some of the material will be incorporated into the comprehensive defense area reports prepared by this office in cooperation with the National Resources Planning Board.

There is on file in this office considerable data and reports made by Federal and State agencies in defense areas. We hope that your field representatives will continue to use the services of this office in planning surveys.

Very sincerely,

H. L. McCarthy

H. L. McCarthy
Regional Director
Defense Health and
Welfare Services

community
[illegible]

May 6
~~April 2~~8, 1942

Mr. H. L. McCarthy, Regional Director
Social Security Board
105 West Adams Street
Chicago, Illinois

My dear Mr. McCarthy:

I am glad to reply to your request for copies of summaries of the surveys made of defense areas in your region by agents of the U. S. Women's Bureau.

They include Charlestown, Kingsbury, Burns City, Indiana; Crab Orchard Lake, Joliet, Wilmington, Elwood, Moline, Rock Island, Alton, Illinois, areas.

If additional surveys are made, I will send copies to you.

Sincerely yours,

Inclosures
[illegible]C:[illegible]

Mary Anderson, Director.

February 9, 1942

Henry L. McCarthy,
United States Courthouse,
Chicago, Ill

Dear Sir:

Mr. Alvin Roseman of the Office of Defense Health and Welfare Services has asked us to send you a copy of our occupational analyses of war industries in relation to the possible employment of women workers. As you know, the small arms ammunition branch and the artillery ammunition are both employing women extensively. The aviation branch will employ a vastly increased number in the very near future. The instrument branch, too, will increase women's employment.

Sincerely,

Bertha M. Nienburg,
Assistant Director

am

March 23, 1942

Miss Edna Zimmerman
Superintendent of Child Welfare
Department of Public Welfare
Springfield, Illinois

My dear Miss Zimmerman:

I have your letter of March 9, asking for information about the employment of women in defense industries.

Government agencies are not permitted to give detailed information about defense plants; you may be able to get such data from your State Employment Offices. We can give you employment by states for the plants visited.

In Illinois the present employment of women in both office and production in four plants visited is 4,000. There is an estimated future employment of 15,000. In Missouri and Iowa in plants visited there is a present employment of 2,580, with an estimated future employment of 15,625.

I am copying from the reports of the field agents the sections on child care. I hope they will be useful to you; may I ask that you do not give them publicity.

Will you please write if we can be of further service.

Yours sincerely,

Mary Cannon

February 23, 1942

Frances Hooper Agency
400 North Michigan Boulevard
Chicago, Illinois

My dear Miss Hooper:

I am enclosing a mimeograph on The Food and Nutrition of Industrial Workers in Wartime, which we have just received from the Nutrition Division of the Office of Defense Health and Welfare.

I am sorry that this material has been delayed in reaching you. However, the Nutrition Division informed us it was necessary to have a new mimeographing made of the report, and it has just been received in our office.

Sincerely yours,

Mary Anderson, Director

Enclosure
MTM
LD

Oskosdra

~~CONFIDENTIAL~~

Summary of Needs - ALTON, ILLINOIS Area. -(

(this is incidental information gathered when agent concentrated on plant information)

Housing -

a. A survey of housing needs of women workers should be made.
b. Additional housing is needed in Wood River and East Alton.

Transportation -

a. Bus service into residential sections is needed so girls can rent available rooms in private homes and get out of undersirable and crowded living quarters.

b. Transportation into Alton from nearby towns is important to meet recreational needs also.

Recreation -

A recreational center (not necessarily Y. W. C. A.) needs to be established in a place convenient for the workers both men and women of the Cartridge Co. This center should provide casual recreational facilities, i.e., writing and game tables, books, radio, space for dancing, ping-pong, provisions for buying refreshments such as soft drinks, ice-cream, etc., and for serving refreshments for parties.

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750127
By NARS, Date 2-3-75

CONFIDENTIAL

January 1942

ALTON, ILLINOIS

Alton, Illinois Defense Area
Community Notes

PERSONS INTERVIEWED:

Mr. F. C. Hadleton, Personnel Manager
Western Cartridge Company
East Alton, Illinois

Mr. Carl B. Chamness, Local Manager
Illinois State Employment Service
Alton, Illinois

Miss R. Edith Mitten, General Secretary
Olive Riddell, Business and Industrial Secretary
Y. W. C. A.
Alton, Illinois

Mr. O. L. Simpson, Management Aid Accounting Clerk (Acting manager)
"Z - B Job Homes", Defense Housing Project
Wood River, Illinois

INDUSTRIAL PATTERN

The Western Cartridge Company is located in the Alton, Illinois area, which is composed of Alton, East Alton, Wood River, Roxanna and Hartford, all being about three-quarters of an hour ride by train from St. Louis, Missouri.

Other plants in the vicinity, each employing hundreds of women, are a large glass factory, a shoe factory, and a tannery

CONFIDENTIAL

January 1942

ALTON, ILLINOIS

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Community Notes

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INDUSTRIAL PATTERN

The Western Cartridge Company is located in the Alton, Illinois area, which is composed of Alton, East Alton, Wood River, Roxanna and Hartford, all being about three-quarters of an hour ride by train from St. Louis, Missouri.

There is a large number of women employed in the offices of two oil companies.

About 2½ miles from Wood River is the Owens-Illinois Glass plant which employs about 900 women in production work.

International Shoe Co. Tannery located in Hartford, Illinois has 370 women and 750 men employed in the plant. Women work on the drying, finishing and polishing of leather all of which is hard and dirty work.

International Shoe Factory, Jerseyville, Illinois - located about 20 miles from Alton has 300 women employed in the factory, most of whom are on piece work.

Alton, Illinois defense area.
Community Notes

LABOR SUPPLY IN THE ALTON AREA (cont'd.)

There is practically no skilled labor available in the area but there is a great sufficiency of unskilled labor and potential trainees for National Defense Training classes. There are also many women willing to do industrial work, some of these women are not working at present and others are domestic workers, waitresses, grocery clerks and 5¢ and 10¢ store employees who are anxious to work in factories because of the higher wage rates. There is a definite shortage of good female clerical workers.

In the whole Alton area there is also a great reserve of colored labor that has hardly been touched, because very few of the factories will employ colored workers.

TRANSPORTATION

Some workers commute from as far as 40 and 50 miles and the priorities on tires is creating a great problem for many. Buses do run in from Alton and Wood River but the service is not adequate. Attempts are being made to get a spur line of the railroad into the plant. In Alton there is a decided need for having buses that run out into the suburbs of the city rather than just stop at the city center.

The problems of transportation are further aggravated by housing shortages in Wood River and East Alton which make it imperative that the workers live some distance away from the cartridge plant.

HOUSING

Wood River and East Alton

Most of the people in Wood River and East Alton are employed in defense industries. Some of the workers who live 50 and 75 miles away have rooms in these towns where they stay during the week and drive home over the week-ends.

Many of the women working at the Western Cartridge Company live with friends or relatives in the Alton area. Others are living in private homes and in apartments and rooming houses many of which are quite undesirable. Because of the fact that there is no bus service into some of the nicer residential sections during the hours that the workers get off work, they must live close in to Wood River, Alton or East Alton where the housing facilities are most inadequate. Many instances are known where 4 girls are living in a room that was meant to accommodate two. The Western Cartridge Co. has found it almost impossible to get living accommodations for families and single persons seeking places to live.

No Y. W. C. A. in either Wood River or East Alton.

HOUSING (cont'd.)

Alton

The Y. W. C. A. in Alton has no residence but in an emergency it could house 12 to 15 women temporarily. This Y. W. C. A. grew out of a housing experiment for women working at the Western Cartridge Company at the time of the last war. An office building was converted into a dormitory and the National Board of the Y. W. C. A. and the Federal Government acted as overseers. It was in operation for about one-half a year during the war, and after the war the building and equipment was turned over to the Y. W. C. A. which continued the operation of the dormitory until 1931. However, it was nota paying enterprise and those living there were primarily teachers and business women who could well afford to live in private homes.

A new Y. W. C. A. was to be built in Alton and a survey was made in the community to determine whether the people wanted a residence hall or a recreational center with a swimming pool, and the latter was decided upon overwhelmingly. The present recreational center is a most modern and attractive building with very fine appointments and furnishings.

The Y. W. C. A. has a room registry, service, and the general secretary knows that there are many private families that would open up their homes to industrial women seeking rooms if the Western Cartridge Company could arrange to have bus facilities running into some of the residential areas. The Y. W. C. A. is prepared to do anything in this regard as soon as the cartridge company calls upon it for assistance in the housing problem.

There is no defense housing project in Alton or East Alton.

Defense Housing Project in Wood River ("Z - B Job Homes")

Wood River has one defense housing project with 150 family units which are completely occupied. 200 additional family units have been authorized and there are rumors of 450 more. The defense housing authority has 350 applications on file for families wanting to move into the new projects. All occupants must either work at the Western Cartridge Company or Shell Oil Refinery, but all of those in the 150 units are employees of the Western Cartridge Company.

Some of the women at the Western Cartridge Company live at the Z - B Job Homes: (1) single girls boarding with families working at the plant, (2) Women who are the chief wage-earners living with a mother or some other relative, (3) widows who have children and work at the plant. There has developed some problem of care of the younger children and so far most of them are left with friends or relatives.

Rates: $20.00 - 3 rooms (kitchen, living room and bedroom)
22.50 - 4 rooms
25.00 - 5 rooms

HOUSING (Cont'd.) Defense Housing Project in Wood River (cont'd.)

Areas from which present occupants were recruited:

Up to five miles -	45 (Alton, East Alton, Wood River, Roxanna & Hartford)
5 to 10 miles -	- 11
10 to 20 miles	- 7
20 to 30 miles	- 8
30 to 50 miles	- 32
Over 50 miles -	- 38
Out-of-State -	- 9
	150

The defense housing authority people in Wood River said they did not come in contact with the housing needs of single women because only families made inquiries at their housing project. No survey had been made of housing needs as they affect women, but they did know that the housing situation in East Alton and Wood River was in general "terrible."

RECREATION

Alton

The Y. W. C. A. has a swimming pool, gymnasium and very nice meeting rooms. Have an extensive recreational and educational program but very few girls from the Western Cartridge Co. participate. The Y.W.C.A. has posted notices on the bulletin board at the plant and advertised in the plant paper but there has been very little response. One reason is the lack of adequate transportation facilities, and another is the changing of working shifts every week making the planning of recreational activities very difficult. There is also a large group of girls at the plant who frequent the many taverns in the area and they would not readily be attracted to the YWC. without some ~~concerned~~ concentrated effort.

The YWCA in Alton also has the Hillcrest Community House where girl reserves, young matrons and many of the high school groups meet.

There is no U. S. O. worker in the Alton area.

East Alton and Wood River

There is no YWCA in either Wood River or East Alton, but the Alton YWCA is considering the establishment of a center in East Alton for use by the girls at the Western Cartridge Company. Preliminary contacts are to be made with some of the local club women to secure their volunteer cooperation in such a program.

Because of the great popularity of the taverns around this section the YWCA has thought of styling the recreational center after a tavern with booths, music boxes, and the serving of soft drinks instead of hard liquors. The management of the Western Cartridge Co. is very concerned over the taverns that are attracting so many of the women workers and it is somewhat at a loss to know what to do about it. The company has attempted to sponsor various social functions but they have been unsuccessful.

There is a recreational center at the defense housing project in Wood River and it is to go into operation in the spting of 1942 with WPA recreational supervisors.

Additional Notes - Crab Orchard.-

NCCS.-

"We have a designation of two-worker rental in the Crab Orchard area, and are planning to send out director in next week.- again she will have to look over the situation and decide whether USO club can be of the greatest service to the largest number of defense workers.-

Women's Bureau Jan. 20, 1942 Mcs file ~~CONFIDENTIAL~~

CRAB ORCHARD LAKE AREA -- CARBONDALE, ILLINOIS

I. Area affected by defense plant

(a) Towns within area from which commuting is feasible:

Towns	1940 Population	Economic Structure
Carbondale	8550	Coal mining has been the principal industry in this area for many years and at one time the towns were prosperous. However, for the last twelve or fifteen years employment in the mines has declined due to replacement of men by machinery, a lesser demand for coal, strikes etc. All this unemployment has made Southern Illinois one of the heaviest Relief W.P.A. loads in the entire country. One or two of the towns have a small factory but on the whole mining is the only industry.
Murphysboro	8976	
Carterville	2893	
Herrin	9352	
Marion	9251	
Johnson City	5418	
West Frankfort	12383	
Benton	7372	
Christopher	3833	
Ziegler	3006	
Anna	4092	
Harrisburg	11453	
Mt. Vernon	14724	
Cairo	14407	

(b) Characteristics of surrounding rural area

Small farms on which corn is the principal crop. Many of the farmers supplemented their farm income by working in the mines.

(c) Comments concerning outlying area

Largely rural with fertile farms. St. Louis is the nearest large city and industrial center -- about 100 miles from the Ordnance Plant.

II. Plant Information

Since war contract plants regard their information as confidential, very little specific data can be given.

The Illinois Ordnance plant will be opened for production late in the spring. When the peak of employment is reached several thousand women will be working.

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority RND 750137
NARS, Date 2-3-75

II. Plant Information (cont.)

Labor Supply

6125 women from within an area of 25-30 miles have been interviewed by the employment offices and are available for work. Very few women have been gainfully employed due chiefly to the fact that coal mining offered no employment for women. 1370 girls between the ages of 17 and 25 have had some training under NYA and are waiting assignment.

Married women are being hired, but single women will be given preference. Some Negroes are working as laborers on construction, and the company expects to hire some Negro men and women on operations.

Working Schedules

Office employees now work 39 hours a week, which will probably be increased to 44. They get time off as compensation for over-time work.

The tentative plan is for a 56 hour week for the plant, with time and a half for over-time. Plant officials say that overtime work will be kept to a minimum.

Lunch and Rest Periods

Girls working in offices now have one hour for lunch. Plant employees will have one-half hour.

No definite length of rest periods has been set, but the company believes in a rest period and will try to establish a system.

III. Agency coordinating facilities needed for influx of women

(a) Crab Orchard Regional Defense Council

Coordinator -- Dr. Orville Alexander
Executive Committee is composed of the mayors of towns in area and Dr. Alexander
Chairman of Executive Committee -- Mr. Eugene Comte, mayor of Murphysboro

Dr. Alexander is head of the Political Science Dept. at the Southern Illinois Normal University in Carbondale, but at present he is devoting at least half of his time coordinating activities of the various committees in the Defense Council. He is attempting to bring about better conditions and is doing a valuable service with the limited facilities with which he has to work. One of the greatest problems is the defeatist attitude of the people and their bitter resentment against "outsiders" coming in.

IV. Adequacy of Community Sanitary facilities for an increased population.

according to opinions of private citizens,

Sanitary facilities are not adequate to meet the needs of the normal population therefore much of an increase in population would necessitate building additional facilities.

V. Transportation facilities

(a) Existing

Greyhound Bus Service three times daily to St.Louis and Cairo. This connects Murphysboro, Carbondale and a few other towns in the area. Marion & Harrisburg can be reached by a Greyhound bus running east to Evansville. Up to date, the usual method of transportation is by private car.

Railroad

The Illinois Central R.R. runs through Carbondale but does not provide transportation for workers.

Additional Bus Service is needed and plans are being made to provide more public transportation in that area, particularly from the surrounding towns to the plant.

VI. Housing

A housing shortage has existed in this area for some time as no new houses have been built for many years, according to Mr. Scott, County Welfare Director. When in-migration started last September it caused a serious shortage of houses and families resorted to living in shacks. Very often home owners in order to get much needed funds moved to some outbuilding, like a chicken house, providing they could rent their house. Rents are much too high, according to all persons contacted. Mrs. Gulley, in charge of the Rooms Registration Office, said that rents had jumped at least 33 1/3%. A house that previously rented for $45.00 per month would now be $60.00 per month. Some of the new comers are living in trailers, others in hotel rooms of the third rate class or in rooms in private homes. Modern toilet and bathing facilities are lacking in many of the houses.

Additional Housing being provided

Army:

a. Staff Houses authorized (15.)
b. Barracks or dormitories for 500 men in process of erection on reservation east of the administration building.

Defense Housing to be erected

No definite information available. It was reported that a minimum of 400 demountable houses were to be built, probably in Marion. According to his statement, the location of homes was one of the problems, i.e., in which town or towns etc., they were to be placed. Representatives of the F.H.A. held a meeting in Marion on Jan. 19, 1942 for the purpose of acquainting the local people with the methods used by F.H.A. in financing private construction, showed some architectural plans for homes and gave some general information on the effects of priorities. However

Housing (cont.)

no definite steps were taken toward actual construction by F.H.A.

In view of the widespread poverty that has existed throughout the area, it seems that Government Housing projects are badly needed. It is quite evident that private construction can not supply the need.

Dormitories for women

Since there is such a large supply of female labor in the area, no plans have been made for dormitories for women.

Rooms in private homes

Rates of rooms

Double -- $4.00 to $6.00 per week per person. $5.00 per week is the prevailing rate for double room. However, one of the carpenters was paying $6.00 per week, plus $1.00 extra for heat, in a double room in Marion.

Single -- Not many single rooms available. Rates are from $6.00 to $8.00 or more. One of the office girls said she paid $32.00 per month for a single room in Herrin.

Room Registration Office

Sherwin - Williams Defense Corp. has a Room Registration Service at the plant office. Mrs. Gulley, Registrar makes an inspection of all rooms listed.

According to a letter received from Mr. Fancher personnel manager of the plant on Feb. 1st., a survey had been made Jan. 23rd to determine the number of private rooms available for women. Only fifty to sixty percent of the homes were willing to take women. The supply of skilled workers and supervisory personnel is limited within the area, therefore these people will have to be brought in. There is a decided need for more adequate housing facilities for these people.

VII. Meals

Local people seemed to feel that the number of restaurants in each little town were sufficient to meet the needs. Meals were quite reasonable in price -- much more so than rents.

The hotels are very poor.

VIII. Arrangement for Care of Children

Murphysboro has a nursery school, open morning and afternoon, under the leadership of W.P.A. Mr. Randall and Dr. Alexander spoke of the need for child care after women began working at the plant, but no plans have been made as yet to provide for this care.

IX. Health Facilities -- only two towns gave a definite report.

a. Carbondale -- one hospital with approximately 100 beds. Adequate for a town the size of Carbondale.

b. Marion -- new Veterans' Hospital being constructed at a cost of approximately $3,000,000. In an emergency, it could be used by the community at large.

X. Facilities for Education and Recreation

a. Education -- Adequate grade and high school facilities in most of the towns to take care of present population from which most of defense labor is expected to be obtained.

In some places, population had decreased according to 1940 census. Southern Illinois Normal university located at Carbondale provides college education. It is the only college in the southern third of Illinois, while upstate there are 52 colleges and universities.

b. Recreation-- Facilities very inadequate in most of the towns, not because of influx of defense workers, but because of no previously existing plans. Economic conditions have been so bad that residents have not given consideration to the problem, and consequently the taverns are the main source of entertainment.

1. Murphysboro -- This town is the only one with an adequate community program. With the help of the W.P.A. district supervisor, Mr. Malcolm Randall, a recreation center has been set up in a vacant school building.

   a. Equipment -- A large auditorium with stage and electric victrola; several individual rooms used for ping pong, arts and crafts, wood-working, Red Cross activities, etc.; a storage room of W.P.A. equipment for ball, boxing, tennis, archery, etc.; and a fairly large playground for outdoor sports.

   b. Program --
      1. A dance every Wednesday and Saturday nights for junior high and high school boys and girls any body can come, however.
      2. A Mothers' Club in connection with play school.
      3. An extensive outdoor summer program

2. Herrin -- This town is just beginning its recreational program. The recreation committee(Mr. Malcolm Randall, chairman) is asking each organization in the town (Ekls, Junior Woman's Club, etc.) to sponsor one activity such as baseball, dramatics, or camera club, and to use the service of as many as possible of the 3,000 volunteers for civilian defense.

the consensus of [illegible] that they

Facilities for Education and Recreation (cont.)

3. Additional facilities needed -- a community recreation building in at least three of the towns; Herin, Marion, and Carbondale. Should be a permanent structures with a large auditorium, several club rooms, a lounge room, a game room, and showers and lockers (cost approximately $40,000 for each building.) Carbondale would be willing to help finance such a building, but it is doubtful whether or not the other towns could do ~~so~~. so.

General Comments

It is difficult to summarize a report on this area because a true picture of the locality can not be shown without going into the underlying causes of the distorted community in which poverty and unemployment have played such a large part the last 12 or 15 years. The youth have grown up thinking in terms of Relief and W.P.A. as the only means of a livelihood and no effort toward improving their standards seems worthile. Now that "jobs" are within reach a new feeling has developed -- a feeling of resentment towards anyone coming in from the outside, even though there are many jobs for which local people are not qualified. They are doing everything possible to prevent it.

The fact that the southern third of Illinois has only one college while the other two thirds of the state has 52 institutions of higher education is a fairly good measuring rod for that section of the state. Dr. Alexander is trying to instill more tolerant ideas in the community toward new comers and is also attempting to show them that certain positions require definite qualifications and training which they do not have. Both he and Mr. Randall said they would welcome the U.S.O. but it is doubtful if the community would react favorably to their leadership. The need for recreational and housing facilities can not be too greatly stressed. The concensus of opinion was that a permanent type of building was needed for recreation rather than a temporary demountable type since there are no available facilities for the permanent population. The need is not the result of the influx of new workers, although this is a contributing factor, but because of the serious unemployment situation which has characterized Southern Illinois for some tine.

Persons contacted in regard to Community facilities:

1. Dr. Orville Alexander -- coordinator of Defense Councils in that area and head of government at the Southern Illinois Normal University.
2. Dr. Kramer - Hd. of History Dept. in So. Illinois, Normal University also director of Physical Education.
3. Mr. Malcolm Randall -- District Supervisor of Recreation(WPA)
4. Mr. Scott -- Headquarters of County Welfare.
5. Mr. Eugene Comte - Mayor of Murphysboro and chairman of the Exec. Board of the Defense Council.

Persons contacted in regard to Community facilities (cont)

6. Mrs. Cecile Gulley -- Housing Registrar at Plant office.

We attended a meeting of the Recreation Committee on the Herrin Defense Council. The members of the committee consisted of:

Mr. Randall, Chairman
Supt. of School
High School Principal
Business Man - Insurance
Housewife -- Mrs. Brewster

~~We also attended a meeting of the Executive Committee of the defense Council for Area -- consisting of mayors of towns in area.~~

Summary of Needs:

I. Housing -

Government housing is needed for this area. There is an acute shortage for supervisory employees who must be brought in.

II. Recreation -

Permanent community recreation buildings are needed in at least three of the towns - Herrin, Marion, and Carbondale. The influx of defense workers has contributed to this need, but it has actually existed for a long time.

III. Care of Children -

After women start working in the plant which will be opened late in the spring there will need to be some additional arrangements made for the care of children.

Prepared in answer
to a request from [illegible]

Illinois -

1. Murphysboro has a nursery school, open morning and afternoon, under the leadership of W. P. A. District Supervisor of Recreation WPA, and Dr. Alexander, coordinator of Defense Councils, spoke of the need for child care after women began working at the plant, but no plans have been made as yet to provide for this care. WPA has a recreation center here in a school house. Among other rooms there is a play-room equipped with children's furniture in which a play-school is sponsored. In addition to the playground on which the building is located, there are several other playgrounds scattered over the town on which the WPA has been carrying out a summer program. These are equipped with swings, tennis courts, sandpiles, etc.

2. Rock Island

There are two nursery schools in the area. One of these was set up at Rock Island in 1937 for people with low income or on relief. It is run on the all-day plan with a hot meal at noon, and is sponsored by W. P. A. The other school is operated by the "Ladies Industrial Relief" at Davenport for the children of working mothers.

Mrs. Kerns, WPA educational supervisor for the Rock Island area, stated that an increasing number of mothers are going to work, and she feels that there is a definite need for a child center. She is now working on a survey which will show this need in concrete figures, and she plans to use the information collected as a basis for asking that such a center be set up in Rock Island City. The project will be rather expensive but volunteer workers can be used and Mrs. Kerns suggested that the children who can afford it might even be charged a small fee for their hot noon-day meal.

3. Joliet

Two nursery schools operated under the educational program of W.P.A.

4. Wilmington

Child guidance clinic - started October 1 by W. P. A. Mostly for population already there in a depressed area. This is under the educational division which also operated, in connection with the clinic, a nursery school on the plan of all-day service with a hot meal at noon.

There are also three play schools (part of the W.P.A. program) mostly for the children of the trailer people.

5. Burlington, Iowa.

Burlington has had a Day Nursery sponsored by the Community Chest for 30 or 35 years. This nursery accommodates 25 children and only employed mothers in the low income group can place their children there. There is a small fee of 10 cents per day for the services. The Public Health doctor and nurse donate their services. This has been a successful venture but the nursery is not large enough to care for the children whose mothers are working in the plant.

Definite plans were being made for a Nursery School sponsored by the American Legion and City Government with WPA personnel. The American Legion will furnish the money, the City furnishes the building and WPA the personnel. This nursery will accommodate 30 children and will be open 10 or 12 hours according to recent report.

A tentative plan has been made for a Nursery at Middletown. According to reports this plan was sponsored by Mrs. Whitney in charge of the Training Program for Women, and WPA personnel was to be used. If this project develops the mothers would bring their children when they come to work.

The County Health and Welfare Departments are interested in setting up a large community Nursery with a clinic. There is a large building on the Fairgrounds which could be used, according to one interested person. This would accommodate 200 to 300 children. No definite steps have been taken in regard to this community nursery.

Some kind of child care is definitely needed at each trailer camp and Housing Project. Both mother and father are working in many families and as a result there are cases of neglect of the children with unfortunate results.

6. St. Louis

There is an alarming increase in the number of boys and girls (14-16) who are getting jobs in stores and service industries. This is shown by the great increase in work permits. Girls are getting jobs in small retail stores and as children's nurses and housemaids, replacing the older girls who have gone to the defense plants. The high school enrollment in September 1941 was 7 percent less than in September 1940. The Probation Office reports an increase in juvenile delinquency.

There has been a steady and constant increase in the number of applications for nursery service, particularly since the spring of 1941. More and more mothers are going to work and some additional provisions are needed for the care of children. It is doubtful if the children's agencies can provide these facilities. There is a shortage of foster homes due to many foster-mothers taking jobs outside the home and also because larger returns are secured by renting rooms to defense workers.

January 15, 1942

Commanding Officer
Savanna Ordnance Depot
Savanna, Illinois

Dear Sir:

The Women's Bureau is working with the Office of the Under Secretary of War to bring about the most effective use of women in war production plants. To this end it is determining the community needs of women workers where they are or will beeemployed in large numbers.

In this connection we have asked our field agents, Martha Ziegler and Sarah Thurman, to call at your plant to determine the basic facts essential for interpretation of community needs. We hope we may have the cooperation of yourself as well as the plant manager.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Copy sent to Miss Ziegler

Gen. Files

January 15, 1942

Commanding Officer
Rock Island Arsenal
Rock Island, Illinois

Dear Sir:

The Women's Bureau is working with the Office of the Under Secretary of War to bring about the most effective use of women in war production plants. To this end it is determining the community needs of women workers where they are or will be employed in large numbers.

In this connection we have asked our field agents, Martha Ziegler and Sarah Thurman, to call at the Arsenal to determine the basic facts essential for interpretation of community needs. We hope we may have the cooperation of yourself as well as the plant manager.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Copy sent to Miss Ziegler

1

Defense
Community
Needs.

ADDRESS REPLY TO OFFICE NOT TO INDIVIDUALS

WAR DEPARTMENT
ILLINOIS ORDNANCE PLANT
~~MARION, ILLINOIS~~
Carbondale, Illinois

NEG:ab

IN REPLY REFER TO:
ILOP 353.02

January 8, 1942

U. S. Department of Labor
Women's Bureau
Washington, D. C.

Attention: Mary Anderson, Director

Dear Madam:

Reference is made to letter of January 5, 1942, relative to making a survey of community needs of women workers in the new defense areas.

Please be advised that any representative from your office will be given complete cooperation of this office and the personnel manager of the Sherwin-Williams Defense Corporation which Corporation will be the operating contractor for this project.

Very truly yours,

Norman E Gillespie
NORMAN E. GILLESPIE
Major, Ordnance Dept.
Commanding Officer

January 5, 1942

Plant Manager
Elwood Ordnance Plant
Joliet, Illinois

Dear Sir:

At the request of several Federal agencies, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection a number of facts concerning women's use in your plant will be essential. One or two of the following people will call upon you sometime during the week of January 5th: Martha Ziegler, Elsie Wolfe, or Sarah Thurman. May we have the cooperation of yourself and your Personnel Manager in this connection?

Very truly yours,

Mary Anderson, Director

ELW:LW

January 5, 1942

Plant Manager
Crab Orchard Lake Munitions Plant
Crab Orchard, Illinois

Dear Sir:

At the request of several Federal agencies, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection a number of facts concerning women's use in your plant will be essential. One or two of the following people will call upon you sometime in January: Martha Ziegler, Elsie Wolfe, or Sarah Thurman. May we have the cooperation of yourself and your Personnel Manager in this connection?

Very truly yours,

Mary Anderson, Director

ELW:LW

December 15, 1941

The Plant Manager
Elwood Ordnance Plant
Wilmington, Illinois

Dear Sir:

At the request of the several U.S.O. organizations, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection a limited number of fadts concerning women's use in your bag loading plant will be essential. Two representatives of our staff will call upon you this week. These are Martha Ziegler and Elsie Wolfe. May we have the cooperation of yourself and your personnel manager in this connection?

Very truly yours,

Mary Anderson, Director

MA:IS

Copy to Miss Ziegler

INDIANA

LOUISVILLE (KY) AREA
(Includes New Albany, Jeffersonville, Ind.)

Employment Situation in Manufacturing Industries and Housing and Living Conditions

November 1944

Women employed in November 1944 in 84 establishments - 29,094 or 32.6 percent of all employees

Major Industries:

Chemicals and allied products (synthetic rubber, industrial alcohol, paints and varnishes); ordnance (smokeless powder, powder bag manufacturing, naval ordnance); iron and steel products (forgings, sheet metal fabrication); non-ferrous metal products; shipbuilding; aircraft and parts; non-electrical machinery (farm implements, valves, boilers); automobiles and automobile equipment; food processing (including distilleries); apparel; tobacco; furniture and finished lumber products; wholesale and retail trade; U. S. Government (quartermaster depot, army hospital, air base, medical depot).

Employment Prospects:

Very good in most war industries in the area since further expansion in production is expected. Currently little expansion in civilian industries is planned but where expansion occurs workers will be transferred within the plant. Recent plans for new construction will require approximately seven or eight thousand workers during the next six months. After the war, many industries, such as shipbuilding, ordnance, synthetic rubber, etc., which are new in the area, will probably remain but will decline in employment. Industries such as distilleries and tobacco will likely maintain their present level of employment or may even increase it.

Industry Needs Between November 1944 and May 1945:

Employment expansion and Selective Service replacements total approximately 8,000 excluding construction demand. The industries with the largest demand for workers are: ordnance, 3,000; non-ferrous metals products, 700; chemical and allied products, 600; iron and steel products, 500; non-electrical machinery, 400. In addition, new construction projects will require about 8,000 workers, according to preliminary estimates.

Jobs Immediately Available:

Skilled, semiskilled and unskilled workers are still urgently needed by the majority of war industries, particularly ordnance, non-ferrous metals, non-electrical machinery and chemicals. Unskilled workers for both production jobs and construction are especially in demand while mechanics, welders, carpenters, and machinists are also urgently needed. Women are needed for light factory jobs.

Major Firms:

Curtiss-Wright; Vultee; Indiana Ordnance Works; Hoosier Ordnance Works; Reynolds Metals; Jeffersonville Boat and Machine; Westinghouse; B. F. Goodrich.

Scheduled Hours and Beginners' Wages:

	Hours	Cents per Hour	
		Men	Women
Ordnance	48	60-71	55-68
Chemicals	48	60-78½	50-65
Non-ferrous metals	48-52	50-65	57
Aircraft	48	65-75	60-75
Automobile and automobile equipment	48	60-85	60
Non-electrical machinery	48	45-59	45-50
Shipbuilding	48	78-83	78-83

Housing and Living Conditions:

The housing situation in the area is very serious. The vacancy rate for the Louisville area is four-tenths of one percent. However, in the next 6 months 622 private and public dwelling units are expected to become available, of which 105 for public conversion dwelling units. Rentals in public housing including utilities, will range from $40 to $60 per month. Other community facilities such as transportation, medical care, food distributions are adequate.

INDIANA

INDIANAPOLIS AREA
(Includes Shelbyville)

Employment Situation in Manufacturing Industries and Housing and Living Conditions

November 1944

Women employed in November 1944 in 92 establishments - 32,767 or 34 percent of all employees.

Major Industries:

Chemicals and allied products (drugs and medicines); nonelectrical machinery; rubber products (inner tubes); iron and steel products (castings, chains); transportation equipment (aircraft engines, parts, propellers); automobiles and auto equipment (truck engines, automobile parts); ordnance and accessories (tank parts, shells, fire control equipment); food and kindred products (meat packing); electrical machinery (radio equipment); transportation (railroads and repair shops, street railways); U. S. Government establishments; State Government; wholesale and retail trade. The principal pre-war industries, now converted to war production, were: automobiles and auto equipment; electrical machinery; chemicals and allied products; rubber products; textile mill products; iron and steel products; food and kindred products.

Employment Prospects:

Excellent for men in most major war industries. For women, prospects are good and have improved during the past two months, especially in the electrical machinery and ordnance industries. Serious labor shortages exist, and the demand for unskilled males has increased since September 1.

Post-war job prospects should be good, although during the reconversion period some temporary unemployment is expected, due to heavy reductions in employment at aircraft and ordnance plants. Industry in the area is normally both large and well diversified, and with a number of concerns planning expansion in civilian production, employment following the defeat of Japan should be less than the wartime peak but greater than 1940.

Industry Needs Between November 1944 and May 1945:

Employment expansion and Selective Service replacements total approximately 12,000. The industries with the largest number of jobs to be filled are: electrical machinery, 1,400; food, 1,300; iron and steel, 900; ordnance, 800; non-electrical machinery, 700; transportation, 500; rubber products, 800.

Jobs Immediately Available:

Demands for unskilled male workers are greatest in the foundries and meat packing plants, but the number of openings for trainee machine operators in various industries remains large. For semiskilled men, there are many opportunities on drill press and screw machine jobs. Requirements for skilled males are at present primarily for engine lathe, grinder, and turret lathe operators. Openings for unskilled women workers (trainee assemblers, testers, inspectors) are most numerous in plants producing electrical machinery and equipment. Demands for stenographers, typists and comptometer operators continue to be very heavy.

Major Firms: 1/

International Harvester Co.; U. S. Rubber Co.; R. C. A. - Victor Division; Kingan and Co.; Eli Lilly and Co.; Link Belt Co.; Allison Division, G.M.C.; Bridgeport Brass Ordnance; Lukas-Harold Corp.; P. R. Mallory Co.; Chevrolet Commercial Body Division, G.M.C.; Curtiss-Wright Corp.

Scheduled Hours and Beginners' Wages:

	Hours	Cents per Hour	
		Men	Women
Ordnance	48-54	55-72	50-70
Food	48-72	52-70	45-61½
Rubber products	48	60-67	45-57½
Iron and steel	48-60	55-80	50-65
Non-ferrous metals	48	65	65
Electrical machinery	48	60-78	55-70
Machinery, except electrical	48-60	55-75	50-60
Automobiles and auto equipment	48-58	60-77	50-77
Transportation	48-56	65-73	65-66

Housing and Living Conditions:

Family housing facilities continue to be inadequate, although one-and two-room domitory accommodations are available. Rentals for one-bedroom dwelling units range from $32 to $45; for two-bedroom units, from $50 to $66. In Indianapolis the cost of living increased slightly between June 15 and September 15, but the city's index for food costs remains one of the lowest in the East-North Central group. Day care facilities are being expanded, and medical care, food distribution, and other community facilities are adequate.

1/ Industrial plants and plant sites to be disposed of by Defense Plant Corp.:
Fall Creek Ordnance Plant, E. C. Atkins Co. Product, armor plate;
Acres, 20; Buildings, 160,700 sq. ft.
Fall Creek Ordnance Warehouse. Principal product, storage of equipment;
Acres, 6; Buildings, 89,300 sq. ft.
Bridgeport Brass Co.; Product, brass and brass cartridge cases;
Acres, 93; Buildings, 634,321 sq. ft.
Curtiss-Wright; Product, metal machining and forming raw materials;
Acres, 10.3; Buildings, 476,518 sq. ft.
General Motors Corp., Allison Division; (1) Product, engineering and development of aircraft engines; Acres, 1.2; Buildings, 22,706 sq. ft.
(2) Product, lathes, grinders, milling machines, shearers, presses, planers, etc.
Plant #3, Acres, 6.69; Buildings 100,860 sq. ft.
Plant #5, Acres, 216; Buildings, 1,440,000 sq. ft.

INDIANA

SOUTH BEND AREA

(Includes Mishawaka, Elkhart, Goshen, Warsaw, Nappanee, Plymouth)

Employment Situation in Manufacturing Industries and Housing and Living Conditions

November 1944

Women employed in Nov. 1944 in 58 establishments - 17,976 or 29.5 percent of all employees.

In 4 plants manufacturing various metal products, the number of women increased from 100 in July 1942 to 600 in April 1944 (peak employment of women, up to this date, was 800 during the period July to October 1943).

Major Industries:

Ordnance and accessories (munitions castings, incendiary bombs); apparel and finished products; lumber, timber, and basic products; chemical and allied products (pharmaceuticals, rations); miscellaneous rubber industries (self-sealing gas tanks); aircraft and parts (carburetors, airplane engines); non-ferrous metals and products; machinery, electrical and non-electrical (electric switch boxes, marine bearings and stern tubes, farm implements); automobiles and auto equipment (military trucks, weasels); transportation; communication; government (Army depot). The area's pre-war civilian manufacturing industries, now converted to war production, were: iron and steel; automobiles and auto equipment; machinery; rubber products; aircraft and parts.

Employment Prospects:

Good in the major war industries. Although most of the principal plants have attained their employment peaks and are leveling off, a continued need exists for additional workers in many of the smaller establishments and for military replacements.

Very high employment levels are anticipated following the defeat of Germany. Most of the anticipated declines in aircraft and other munitions industries are expected to be offset by expansion in machinery, trade and service, and construction industries. Following the defeat of Japan, however, some unemployment will result as aircraft employment, which represents almost one-third of total manufacturing employment, is sharply reduced.

Industry Needs Between November 1944 and May 1945:

Employment expansion and Selective Service replacements total approximately 4,500. The industries with the largest number of jobs to be filled are: rubber, 2,800; farm equipment, 700; machinery, except electrical, 600; apparel, finished, and similar products, 400; automobile, 300. Between November 1944 and January 1945 industry needs total 6,500, but a cutback in aircraft during February 1945 is expected to reduce needs by 2,000.

Jobs Immediately Available:

Skilled, semiskilled and unskilled male and female workers are needed by all major war industries, particularly the apparel, rubber, and machinery industries. General laborers, foundry and forge shop laborers, railroad workers, machinists, machine operators (skilled and semiskilled) and tool and die makers are especially in demand, just as are women for the lighter factory jobs.

Major Firms: 1/

Studebaker Corp.; Automotive and Aviation Divisions; Bendix Products Div.; Ball Band Plant of the U. S. Rubber Co.; Oliver Farm Equipment Co.; Dodge Mfg. Co.; Miles Laboratories, Inc.; C. C. Conn, Ltd.; Chicago Telephone Supply Co.; Penn Electric Switch Co.; International Detrola Corp.; Adams-Westlake Co.

Scheduled Hours and Beginners' Wages:

	Hours	Cents Per Hour	
		Men	Women
Aircraft and parts	48	65-95	50-85
Rubber	48	50-65	50-65
Plywood products	48	50-75	45-60
Automobile and auto equipment	48	65-95	66
Machinery	48	50-90	60
Professional and scientific instruments	48	60	60
Chemicals and allied products	48	60	50
Explosives	48	90	70

Housing and Living Conditions:

Housing accommodations in South Bend are inadequate. It is planned that by the end of the year 500 new houses will be privately constructed and that 250 existing dwelling units will be remodeled. Twenty-five homes were converted into approximately 120 unites and are ready for occupancy. Only indispensable in-migrant war workers may rent the new apartments. Construction on 59 additional new homes have been started. In Elkhart, rental houses are scarce. Apartments and rooms are available for whites only, but this supply is limited and restricted to couples without children. Retail clothing and food prices are considered to be average for cities of this size. Although the need for day-care facilities has decreased somewhat in the past 90 days, they are still inadequate. Medical care, food distribution, and other community facilities are adequate.

1/ Industrial plants and plant sites to be disposed of by Defense Plant Corp.:
Studebaker Corp.
  (1) Test track, testing, mechanized equipment; Acres 890; Buildings, 33,120 sq. ft.
  (2) Product, lathes, grinders, presses, milling machines, drills, furnace ovens; Acres 318.75; Buildings 1,453,355 sq. ft.
Bendix Aviation Corp.
  (1) Product, aircraft carburetors; Acres, 29; Buildings 147,200 sq. ft.
  (2) Product, aircraft and other carburetors, aircraft landing gears; Acres, 6.264; Buildings 164,705 sq. ft.
  (3) Product, turrets for airplanes; Acres 4.573; Buildings 164,705 sq. ft.

INDIANA

Indiana, with its central geographic location, has been one of the important seats of the arsenal of democracy for war production. There are 14 major manufacturing centers in the State, most of them greatly expanded with war industries. City after city has been loading and assembling ammunition, or making artillery ammunition; bombs, mines, and torpedoes; tanks, and other necessities for war. These are among the particular products expected to feel most heavily the impact of demobilization. In addition, many cities are also manufacturing aircraft engines and parts, planes, gliders; aircraft instruments, radios or radio tubes, as well as other electrical products.

In October 1944, total nonagricultural employment in Indiana was estimated at 1,051,000 persons. Peak war employment was in the fall of 1943 - 1,095,000. In peacetime, 1940, total nonagricultural employment was 946,385.

Women comprised 30 percent of all nonagricultural employees in 1940, and 18 percent of manufacturing employees.

At peak war employment - fall of 1943 - women comprised 34 percent of manufacturing employees.

Greatest gains in woman employment were made in 1943, 41,000 women entering manufacturing and certain nonmanufacturing industries during the first 10 months in 1943. This was an increase of almost a third, in numbers. In this period, the largest manufacturing industries using women were the machinery group (24.452 women, 32 percent of all employees), although it was in the iron and steel industry where the greatest jump in numbers occurred (from 3,546 to 9,225).

In 12 munitions industries in the fall of 1944 there were 101,300 more women employed than had been employed in 1940. This wartime increase may be considered at the present time as the number to be demobilized in the readjustment of the economy to peacetime.

INDIANA

City	Proportion women were of workers in –			Separation rates for women		Among major woman employing war products
	1940		Late 1944			
	All Workers	Manufacturing	Firms reported by employment service	Total	Lay-offs	
Indianapolis 2/	31	22	34	10	0.6	Airplane parts, ammunition, tanks
Fort Wayne 1/	30	26	37	9	.3	Electric motors, ammunition
Gary-Hammond-E. Chicago 1/	18	7	18	8	.6	Planes and parts, tanks
South Bend 1/	29	21	30	8	1.6	Aircraft parts
Evansville 3/	30	21	28	–	–	Aircraft, ammunition
Lafayette 3/	30	12	25	–	–	Aircraft parts
Terre Haute 3/	31	21	25	–	–	Car parts
Muncie 1/	26	17	28	–	–	Motor parts, ammunition
Anderson 2/	31	28	33	12	.5	Electric goods
Michigan City-Laporte 1/	27	23	39	10	1.2	Ammunition loading
Richmond 2/	27	20	37	–	–	Aircraft parts
Kokomo 2/	25	17	32	–	–	Radio parts
Marion 1/	27	23	38	–	–	Radio and ammunition
Logansport 1/	31	39	48	–	–	Electric goods

1/ 2/ 3/ - indicate classification as to labor market area in which city is grouped by War Manpower Commission, according to extent to which need for workers is critical.

INDIANA

Changes in Woman Employment - January to October 1943 1/

Industry	October 1943			January 1943		Percent of increase in female employment January to October 1943
	Total employment	Female employment	Percent female employment represents of total employment	Female employment	Percent female employment represents of total employment	
Total all computed groups 2/	630,912	230,667	36.6	189,783	31.9	+ 21.5
Total manufacturing 2/	461,495	156,124	33.8	119,852	27.9	+ 30.3
Iron and steel	61,293	9,225	15.1	3,546	5.9	+260.2
Machinery	76,322	24,452	32.0	15,325	23.4	+ 59.6
Lumber & allied products	15,787	4,350	27.6	2,465	14.9	+ 76.5
Clay, stone and glass products	10,602	4,049	38.2	3,111	27.6	+ 30.2
Textiles and their products	16,288	13,098	80.4	16,077	81.6	- 18.5
Leather and its manufactures	1,148	725	63.2	757	56.0	- 4.2
Foods and kindred products	34,090	11,018	32.3	6,974	25.2	+ 58.0
Tobacco manufacturing	1,009	888	88.0	972	87.5	- 8.6
Paper and printing	11,243	3,162	28.1	2,797	25.5	+ 13.0
Chemicals, petroleum refining	12,670	3,157	24.9	3,630	28.2	- 13.0
Total non-manufacturing 3/	169,417	74,543	44.0	69,931	42.1	+ 6.6
All retail trade	111,743	59,995	53.7	55,231	51.4	+ 8.6
Wholesale trade	22,680	5,548	24.5	5,819	24.7	- 4.7
Coal mining	12,024	(4)	(4)	(4)	(4)	(4)
Quarry, non-metallic mining	1,532	(4)	(4)	(4)	(4)	(4)
Hotels	6,993	3,474	49.7	3,011	46.8	+ 15.4
Laundries	5,482	4,064	74.1	4,845	77.4	- 16.1
Dyeing and cleaning	1,980	1,072	54.1	902	52.4	+ 18.8
Railroad repair shops	6,983	392	5.6	130	1.9	+201.5

1/ Source: Indiana Employment Review and U. C. Advisor, November 1943.

2/ Totals include rubber manufacture, as well as industries omitted from industry groups shown below.

3/ Total of selected groups.

4/ Data not available.

INDIANA

EVANSVILLE AREA
(Includes Henderson, Ky.)

Employment Situation in Manufacturing Industries and Housing and Living Conditions
November 1944

Major Industries:

Shipbuilding (LST. freight lighters); aircraft and parts (fighter planes, wings and subassemblies, B-29 motor cowlings); ordnance (rifle grenades, shell cases, tank modification); iron and steel products (industrial hardware, structural steel assemblies); machinery (heavy construction and excavating machinery, farm equipment, industrial machines); food processing (meat packing, cereal products, beer brewing); furniture; garments; cigars. The area's pre-war civilian manufacturing industries, now coverted to war production, were: mechanical refrigeration; finished wood products; automobiles.

Employment Prospects:

Not favorable except for highly skilled machine shop workers and a few other skills, such as welders, draftsmen, etc. Most of the largest industries, including shipbuilding, some aircraft, anticipate declining employment as contracts are being completed. In two of the aircraft plants where employment is expected to increase, needs for additional workers can be met from workers being released elsewhere in the locality. Very little demand for women in any field. Opportunity for postwar employment not favorable. The largest industries are war plants which were non-existent before the war or converted civilian industries where present employment levels are far above those of peacetime operation. Since total employment in the area is at approximately 150 percent of the 1940 level, it is not reasonable to assume that present employment level will be required when reconversion to civilian production occurs.

Industrial Needs Between November 1944 and May 1945:

Employment expansion and Selective Service replacements total approximately 500. The industries with the largest number of jobs to be filled are: aircraft, 300; food, 300; ordnance, 200; apparel, 200. Shipbuilding, however, expects to reduce employment by 2,300.

Jobs Immediately Available:

Skilled machine shop workers, welders, draftsmen, experienced railroad workers, laborers, particularly forge and foundry workers.

Major Firms: 1/

Missouri Valley Bridge and Iron Co.; Republic Aviation Corp; Servel, Inc.; Briggs Indiana Corp.; Chrysler Evansville Ordnance Plant; Sunbeam Electric Mfg. Co.; International Steel Co.; Hoosier-Cardinal Corp.

Scheduled Hours and Beginners' Wages:

	Hours	Cents per Hour	
		Men	Women
Shipbuilding	48-54	50-83	50-83
Aircraft	48-55	55-73	55-73
Ordnance	48	70	63-70
Iron and Steel products	48	50-70	40-55
Machinery	48-62	60-70	55-70

Housing and Living Conditions:

New housing units include both dormitory accommodations and apartments. Sleeping rooms or room with board can be secured at reasonable rates. Dwellings for rent are scarce, as are apartments other than those in housing units. Other community facilities are adequate.

1/ Industrial plants and plant sites to be disposed of by Defense Plant Corp.; Chrysler Corp. ; Sunbeam Elec. Mfg., principal product, small arms ammunition; Acres, 560; Buildings, 1,365,304 sq. ft. Republic Aviation Corp.; Acres, 73; Buildings, 1,746,500 sq. ft. Servel, Inc.; Acres, 6.56; Buildings, 232,917 sq. ft.

INDIANA

GARY-HAMMOND-SOUTH CHICAGO AREA

(Includes Whiting, Valparaiso, Ind., and Calumet, Ill.)

Employment Situation in Manufacturing Industries and Housing and Living Conditions

November 1944

Women employed in November 1944 in 82 establishments - 21,881 or 18.3 percent of all employees

Major Industries:

Iron and steel (armor plate, steel tubing, fabricated steel, armor castings); petroleum and coal (gasoline, motor oil, greases, wax, fuel oils); chemicals and allied products (alcohol, sulphuric acid, muriatic acid); ordnance and accessories (tank parts, shells, magnets); foundries (castings, forgings, tank springs); aircraft; non-ferrous metals. The major pre-war industries, now converted to war production were: iron and steel; foundries; petroleum; chemical.

Employment Prospects:

Very good for unskilled workers particularly in iron and steel, foundries and ordnance. Post-war opportunities following the defeat of Germany should be very good since most of the present items produced were manufactured prior to the war, and very little reconversion is required. Following the defeat of Japan, however, some unemployment will occur unless the 1940 level of civilian production is greatly increased.

Industry Needs Between November 1944 and May 1945:

Employment expansion and Selective Service replacements total approximately 14,000. The industries with the largest number of jobs to be filled are: iron and steel, 7,000; ordnance, 1,200; apparel, 600; petroleum, 300; non-ferrous metals, 200.

Jobs Immediately Available:

Unskilled workers in practically all plants are urgently needed. Iron and steel plants and foundries are in critical need of laborers. Jobs are available for women in most factories.

Major Firms: 1/

Carnegie-Illinois Steel Corp. (three plants); American Bridge; Inland Steel Co.; Youngstown Sheet and Tube Co.; National Tube Co.; Tubular Alloy Division; American Steel Foundry; Pullman Standard Car Mfg. Co.; Standard Oil Co.; General American Transportation Corp.

Scheduled Hours and Beginners' Wages:

	Hours	Cents per Hour	
		Men	Women
Iron and steel	48-60	78-84½	78-84½
Foundries	48	78½	78½
Chemicals	48	83½-90	80-83½
Petroleum	48	85-96	85
Non-ferrous metals	48	78	78
Ordnance	48	70	60

Housing and Living Conditions:

With a scarcity of family dwellings, the housing problem is becoming increasingly acute. Rooms are still adequate, renting from $5 a week up. Most landlords would rather sell than rent. Although there are six nursery schools accommodating about 400 children, there are still about 250 on the waiting list with other applications coming in. Several of the nursery schools are in operation 24 hours a day, and it seems an impossibility to obtain space adequate to house all the available children. Other community facilities are taxed to the utmost. Living costs are higher than for the average city.

1/ Industrial plants and plant sites to be disposed of by Defense Plant Corporation:

Pullman Standard Car Manufacturing Co.; Product, shell gun carriages - tanks. Acres, 57.

Carnegie-Illinois Steel Corp.; Product, coke and by-products; Acres, 5; Buildings, 10,123 sq. ft.

Republic Steel Corp.; Product, radiant tube car type furnaces, pot type annealing furnaces, roto-blast unit; Buildings, 1,710 sq. ft.

Indiana Steel Products Co.; Product, grinders, lathes, furnaces, millers, etc.; Acres, ½; Buildings, 19,218 sq. ft.

INDIANA

FORT WAYNE AREA
(Includes Huntington)

Employment Situation in Manufacturing Industries and Housing and Living Conditions

November 1944

Women employed in November 1944 in 53 establishments - 18,133 or 39.3 percent of all employees.

In 16 plants manufacturing various metal products, the number of women increased from 3,800 in July 1942 to 9,900 in April 1944 (peak employment, up to this date, of women in these plants).

Major Industries:

Machinery, electrical and other (radios, industrial machinery, electrical appliances, wire); automobile and auto parts (trucks and trailers); transportation equipment other than auto (aircraft engine and parts, barges); ordnance and accessories; food and kindred products; apparel; government (Army Air base, ordnance depot); foundries. Pre-war civilian manufacturing industries were: machinery, electrical and other (including dispensing pumps); automobile and auto parts; food and kindred products; apparel; foundries.

Employment Prospects:

Good throughout the area. Major war industries predict further expansion. Construction workers (skilled and unskilled) will also be needed in early spring. Approximately 35 percent of the present demand can be filled by women. The majority of all industrial jobs call for unskilled workers. Post-war employment levels are expected to remain fairly high. Trade and service establishments will offer many opportunities since they have been unable to hire sufficient workers. Firms now producing ordnance will convert to manufacture of pumps and washing machines when the war is over. Electrical equipment manufacturers will convert to their peacetime production of radios, refrigerators, and other electrical appliances.

Industry Needs Between November 1944 and May 1945:

Employment expansion and Selective Service replacements total approximately 4,500. Industries with the largest number of jobs to be filled are: electrical machinery, 1,000; ordnance and accessories, 500; automobile and auto parts, 200; railroad shops, 200; government, 200; foundries, 100.

Jobs Immediately Available:

The greatest demand is for unskilled workers for light factory work and sewing machine operators. Husky laborers are needed by foundries. Skilled and semiskilled workers will be hired if available. Trade and service jobs in practically every classification are open.

Major Firms 1/:

General Electric Co, (Fort Wayne and Decatur); International Harvester Co.; Studebaker Corp.; Magnavox Co.; Bowser, Inc.; Tokheim Oil Tank and Pump Co.; Zollner Machine Works, Inc.; Farnsworth Television and Radio Corp. (Fort Wayne and Bluffton).

Scheduled Hours and Beginners' Wages:

	Hours	Cents per Hour	
		Men	Women
Machinery, electrical and other	48	55-83	42-65
Automobile and auto parts	48	50-77	45-65
Transportation equipment	48	55-85	50-80
Ordnance and accessories	48	50-85	45-70
Food and kindred products	40-48	50-85	45-85
Apparel	40-48	57-70	40-60
Foundries	48	60-70	55-60

Housing and Living Conditions:

Dwelling units for families are scarce. Houses being constructed are practically completed and new allotments are now under consideration. Apartment rents average $50 a month and up. Rooms are available in occupied dwellings. Other community facilities are adequate.

1/ Industrial plant and plant site to be disposed of by Defense Plant Corporation:
General Electric Co: Product, boring, broaching, burring machines, lathes, grinders, drilling machines, furnace drop hammers; Acres, 47; buildings, 717,122 sq. ft.
Studebaker Corporation.; Product, gears for aircraft engines; Acres, 60.43; Buildings 413,605 sq. ft.

Indiana Industrial Plants and Plant Sites to be Disposed of by Defense Plant Corporation 1/

Locality and name of plant	Product (*) or type of equipment	Acreage	Building floor space (Square feet)
Anderson			
General Motors Corp.	* Forged aluminum cylinder heads for aircraft motors.	17½	214,357
Bedford			
General Motors Corp. Delco Remy Division	Furnaces, forming machine, grinders, and special foundry equipment.	19 2/3	135,608
Decatur			
General Electric Co.	Boring, buffing, drilling, forming, grinding, and milling machines, lathes, presses, and furnaces.	5	63,000
East Chicago			
American Steel Foundries	* Armour steel castings and Grade B steel castings	97	1,475,289
Continental Foundry & Machine Company	Foundry and production equipment such as flasks, drills, hammers, grinders, lathe, etc.	8,288	232,363
Continental Foundry & Machine Company	Drills, grinders, lathes, cranes, furnaces, flasks, etc.	1.7	66,300
Inland Steel Company	* Pig iron, coke and resultant by-products.	50	65,000
Youngstown Sheet & Tube Company	Electric furnaces, transformers, charging machine, cranes, ladles, slag pots and cars, charging boxes and cars and chemical laboratory equipment.	2	72,865
Evansville			
Evansville Ordnance Plant 2/ (Chrysler Corp. Sunbeam Elec. Mfg.)	* Small arms ammunition	560	1,365,304
Republic Aviation Corp.	–	73	1,746,500
Servel, Inc.		6.56	232,917

1/ Source: Advance Listing of Industrial Plants and Plant Sites to be Disposed of by Defense Plant Corporation. October 14, 1944, Washington, U. S. Government Printing Office, 1944.

2/ Owned by the War Department.

Indiana Industrial Plants and Plant Sites to be Disposed of by Defense Plant Corporation 1/ (continued)

Locality and name of plant	Product (*) or type of equipment	Acreage	Building floor space (Square feet)
Fort Wayne			
General Electric Co.	Boring, broaching, burring machines, lathes, grinders, drilling machines, furnace drop hammers.	47	717,122
Studebaker Corporation	* Gears for aircraft engines.	60.43	413,605
Gary			
Carnegie-Illinois Steel Corp.	* Coke, and resultant by-products	5	10,123
Republic Steel Corp.	Radiant tube car type furnaces, pot type annealing furnaces, roto-blast unit.	-	1,710
Hagerstown			
The Perfect Circle Co.	*Aircraft piston rings.	32.25	289,500
Hammond			
Pullman Standard Car Mfg. Co.	*Shell gun carriages - tanks.	57	-
Indianapolis			
Bridgeport Brass Co.	*Brass and brass cartridge cases.	93	634,321
Curtiss-Wright	Capable of doing metal machining and forming raw materials.	10.3	476,518
Fall Creek Ordnance Plant 2/ (E.C. Atkins Co.)	* Armor plate	20	160,700
Fall Creek Ordnance Warehouse 2/	* Storage of equipment	6	89,300
General Motors Corp. Allison Division	Lathes, grinders, milling machines, shearers, presses, planers, etc.		
Plant No. 3		6.69	100,860
Plant No. 5		216	1,440,000
General Motors Corp. Allison Division	*Engineering and development of aircraft engines	1.20	22,706
Marion			
Anaconda Wire & Cable Co.	*Strand assault wire.	10.675	17,812

For footnotes, see page 1.

Indiana Industrial Plants and Plant Sites to be Disposed of by Defense Plant Corporation 1/- Continued

Locality and name of plant	Product (*) or type of equipment	Acreage	Building floor space (Square feet)
Muncie			
Warner Gear Division 2/	* Machine tools	9	109,200
Remington			
Commodity Credit Corp.	* Hemp fiber	50	28,000
South Bend			
Bendix Aviation Corp. Owosso Michigan Div.	* Aircraft carburetors	29	147,200
Bendix Aviation Corp.	Aircraft carburetors, tank and truck carburetors, and aircraft landing gears.	5.264	164,705
Bendix Aviation Corp.	* Turrets for airplanes	4.783	144,724
Studebaker Corporation	Lathes, grinders, presses, milling machines, drills, furnace ovens, etc.	318.75	1,453,355
Studebaker Test Track 2/	* Testing mechanized equipment	890	33,120
Tell City			
Ken-Rad Tube and Lamp Corp.	* Glass vacuum bulbs and filaments.	15	80,000
Terre Haute			
Vigo Ordnance Plant 2/	-	6,342	921,933
Vigo Ordnance Warehouse 2/	* Storage of equipment	820	114,500
Valparaiso			
Indiana Steel Products Co.	Grinders, lathes, furnaces, millers, etc.	1/2	19,218
Warren			
Commodity Credit Corp.	* Hemp fibre	41	-

For footnotes, see page 1.

INDIANA

EMPLOYMENT STATUS OF WOMEN IN INDIANA, 1940
Source: Bureau of the Census

	Number	Percent of all persons	Percent of all women in labor force
Population 14 years old and over	1,327,403	49.8	
In labor force number	281,036	21.1	100.0
Percent of population 14 and over	21.2	-	-
Employed, except on public emergency work	250,148	21.7	89.0
On public emergency work	10,357	14.2	3.7
Seeking work	20,531	19.3	7.3
Experienced workers	15,290	17.0	5.4
New workers	5,241	31.9	1.9

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The Indiana labor force in 1940 included 281,000 women, who were a little more than one-fifth of all workers in the State.

Of these nearly 90 percent were employed, in all 250,000 women. An added 4 percent were on public emergency work, and 5 percent were experienced workers seeking jobs, in 1940.

In the major occupational groups the largest proportions of women in 1940 were as follows:

	Percent of all women workers
Total	100.0
Clerical and sales	31
Operatives (manufacturing and other)	20
Domestic service	15
Service (except domestic)	13
Professional	12
Various other	9

When more detailed occupations are considered, the largest numbers of women were servants in private families; stenographers, typists, and secretaries; and saleswomen, chiefly in stores. Next came teachers; and bookkeepers, cashiers and accountants. These were followed by waitresses; nurses; beauty shop operators; and operatives in electrical machinery plants.

In the manufacturing industries, the largest numbers of Indiana women in 1940 were making electrical machinery, knit goods, food products, metal products, paper products, and rubber goods.

EMPLOYMENT OF WOMEN IN MAJOR OCCUPATIONS IN INDIANA, 1940

	Number	Percent of all employed persons	Percent of all employed women
Total	250,148	21.7	100.0
Professional workers	29,699	44.2	11.9
Semiprofessional workers	2,042	18.0	.8
Farmers and farm managers	2,341	1.6	.9
Proprietors, managers and officials, except farm	10,674	11.3	4.3
Clerical, sales and kindred workers	76,439	42.2	30.6
Craftsmen, foremen and kindred workers	2,848	1.9	1.1
Operatives and kindred workers	48,964	21.6	19.6
Domestic service workers	36,178	95.6	14.5
Protective service workers	111	.8	(1)
Service workers, except domestic and protective	31,527	49.8	12.6
Farm laborers (wage workers) and farm foremen	368	.9	.1
Farm laborers, unpaid family workers	972	6.0	.4
Laborers, except farm	4,167	4.6	1.7
Occupation not reported	3,818	34.4	1.5

1/ Less than 0.1 percent.

MAJOR OCCUPATIONS OF WOMEN IN INDIANA, 1940

20,000 women or more

- Servants in private families
- Stenographers, typists, and secretaries

10,000 women or more

- Saleswomen (chiefly in stores)
- Teachers
- Miscellaneous clerical workers
- Bookkeepers, cashiers, accountants
- Operatives in apparel manufacture
- Housekeepers in private families

5,000 women or more

- Waitresses
- Trained and student nurses
- Beauty shop operators
- Operatives in electrical machinery plants

3,000 women or more

- Managers and proprietors, trade establishments
- Telephone operators
- Cooks (other than in private families)
- Servants (other than in private families)
- Operatives in laundries
- Laborers in manufacturing plants
- Dressmakers and seamstresses (not in factories)
- Operatives in knit goods mills

2,000 women or more

- Operatives in food plants
- Farmers
- Laundresses in private families
- Practical nurses and midwives
- Managers and proprietors of eating places

1,500 women or more

- Boarding and lodging housekeepers
- Operatives in non-manufacturing industries and services
- Operatives in metal manufacturing
- Operatives in paper and printing plants
- Operatives in rubber plants
- Musicians and music teachers

1,200 women or more

- Housekeepers, stewards, hostesses (except private family)
- Operatives, automobiles and equipment
- Office machine operators
- Charwomen, janitors and porters

1,000 women or more

- Operatives, machinery, except electrical
- Social and welfare workers
- Operatives, glass and glass products
- Operatives, lumber, furniture and lumber products
- Operatives, tobacco manufacture

MARITAL STATUS OF FEMALES 14 YEARS OLD AND OVER IN THE LABOR FORCE, 1940

	Number	Percent distribution
Females 14 years old and over in the labor force	281,036	100.0
Single	131,430	46.8
Married	101,789	36.2
Husband present	90,776	32.3
Husband absent	11,013	3.9
Widowed and divorced	47,817	17.0

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NEGRO WOMEN WORKERS IN INDIANA, 1940

In 1940, Indiana industries employed 11,032 Negro women. Negro women constituted the following proportions in the State:

	Percent
Of all women in population (14 and over)	3.6
Of all women in labor force	5.6
Of all employed women	4.4

Of the employed Negro women, over 60 percent were domestic-service workers, and altogether about three-fourths were in this occupation or were servants, cooks, or waitresses not in private families. Indiana had 425 Negro women teachers, 224 clerical workers and 134 saleswomen. These white-collar groups were 7 percent of all employed Negro women in the State. Other service workers constituted 6 percent of the total, and these included elevator operators, beauty shop employees, charwomen and janitresses and practical nurses. About 2 percent of the Negro women at work in the State were in manufacturing industries, largely in apparel factories, and 2 percent were in laundries.

Miss Marder

~~E. Wolfe~~
April 30, 1942
Indiana

Report on Women's Dormitories at Walkerton, Ind. for employees of Kingsbury Ord.

Built and operated by Farm Security Admin.
Project Mgr. – Mr. John Sutherland
Ass't " " – Miss Reichick

Opening date of dormitories – Feb. 9, 1942

Location – 3/4 mile from Main St. and nearest restaurant

Number of women who can be accommodated – 227
" " " living in dormitories (4/30/42) – 63

Facilities – Same as original plan with the exception of one room set aside as a laundry.

Laundry facilities – 2 ironing boards (no irons provided)
– 2 drying racks
To be added – 2 tubs have been on order several months but have not been delivered.

Bathing facilities – 2 bath tubs
3 showers } approx. 52 girls
5 toilets

The toilet compartments have no doors at present but doors are available and were to be hung within a few days.

Deleted from USO report

Room Description – Same as original plans. However, each room has one or two small metal wardrobes with doors

Report on Women's Dormitories in Walkerton, Ind.

Room Description (cont.):
Curtains have not been provided but many of the girls have purchased their own curtains and bed spreads.

Rate of rooms - $3⁵⁰ per wk. double
$5⁰⁰ " " single

Room Service - Maid Service every day. The dormitory was very clean and well kept.

Eating facilities - None. The nearest restaurant is 3/4 mile on Main St. The lack of eating facilities seems to be the greatest objection to living in the dormitories.

Provisions for Care and Food during minor illnesses: None. However, some of the women have their own electric toasters and coffee percolators. Project Mgr. said he raised no objection but if electric light bill assumed too great a place in the monthly expenditures, he would be forced to curtail the use of electric appliances.

Transportation: Up until recently no transportation was available but plant bus now passes dormitory. However, if girls eat breakfast they must walk up to the Main St. and get breakfast before the bus comes at 7 o'clock.

Report on Women's Dormitories in Walkerton, Ind.

Recreational facilities in dormitories:

None, except Lobby which is not large and very bare and unattractive. Draperies were purchased for the windows.

Extent of Self Gov't:

According to Project Mgrs, there are no "rules" or regulations except that visitors (male) must be entertained in the lobby. There is no check made on the time coming in at night. In fact, the Ass't Project Mgr. does not live in the dormitory. She has a room in Walkerton but occasionally spends a night in the dormitory. A watchman is on duty at night.

The ages of the women occupants vary from 19 years to over 40 yrs. There is quite a large group 19 yrs. old, both married and single, and then the next age group begins at 30 yrs. There are no girls at present between 20 and 30 years. The difference in age has not caused any conflicts, and they seem to enjoy each other's society. Mr. Sutherland said he believed they preferred a mixed age group. The older women mothered the nineteen year olds and they seemed to like it.

Both office and production employees are living at dormitory, some of them rooming together.

Report on Women's Dormitories in Walkerton, Ind.

Comments:

The general administration of the dormitories seems to be very good, and community has been cooperative and friendly, so evidently the vacancies are due to other causes. The major objection according to all persons contacted, is the lack of ~~food~~ eating facilities. The following reasons were given by various persons contacted:

1. Cost of transportation – 30¢ round trip on 10 da. ticket book.
2. Inadequate bus transportation as yet:
   Bus Schedule – 6:05, a.m. 6:25, 7:05, 8:30
   Office girls must leave at 7:05 in order to get there on time. However, they can eat breakfast at the plant cafeteria. Line operators can not get breakfast because cafeteria does not open until 7 o'clock.
3. Lack of food facilities near the dormitories
4. Small town life does not attract the majority of girls.
5. No space for writing letters
6. No recreational facilities near the dormitories
7. Lack of home atmosphere. Majority of girls prefer renting a room in a private home even tho' facilities for bathing etc. are not as good.
8. Rent is too high for facilities offered, according to one person

Report on Women's Dormitories in Walkerton, Ind.

Comments. (cont.)

Miss Reicbeck stated that girls were always on the "look out" for housekeeping apts. and that several of them had rented a cottage at the lake in order to have a place to cook and entertain. Quite a number of the women have inquired about the rental of trailers but unless it is a family group, women can not rent them. Men's Dormitories in Knox, Ind. are not filled either. At present there are 78 men living in the dormitories which were built to accommodate 250 men. According to Mr. Bosch, Mgr. of both projects, six men checked out last week and took cottages at the lake. There are a great many cottages, estimated at 600 to 1500, on Bass and Coon Lakes. Bass Lake is about 25 miles from the plant and Coon Lake about same distance. Mr. Bosch believes that the majority of these cottages will be occupied by defense workers. He is renting one for 40^{00} per mo.

Women living in the dormitories come from Cleveland, Detroit, Grand Rapids, Gary, Terre Haute, E. Chicago.

Additional Housing Facilities to be erected in Walkerton:

500 dormitories will be ready for occupancy July 1.
Co. officials are not yet certain if they will be allocated to men or women but will decide before toilet facilities are installed.
These dormitories are now in the process of construction.

650 family size trailers
The additional dormitories and trailers are located on 73 acres across the road from the present dormitory site.

Additional plans - not yet approved:
A Combination Cafeteria and Recreation Bldg. to be built between present dormitories and new site. Plans are being drawn with Mr. Lucas, Mgr. of Ravenna, acting as Consultant.
This building would be run on a Concession basis, at least the Cafeteria and perhaps the Recreation Hall but this seemed doubtful.

Omitted from 480 report

Existing family units (Defense Housing Project)
200 houses completed
155 " occupied
45 " unoccupied but there is a waiting list so it is merely a matter of waiting until applicants are contacted.

Walkerton, Ind.

Additional Recreational facilities provided:

1. Roller Skating Rink just opened. This is an out door rink with a circus tent covering. It is located 2 blocks from the dormitories and cost of skating is 25¢ for one and one half hours.

2. U.S.O. Center – opened March 15, 1942

Operating agency – N.C.C.S.
Miss Mary Loughran – In charge
" Anna Petrulas – N.C.C.S. worker

This center is located on a second floor of a bank bldg. and was formerly the Masonic Hall. The facilities are:

(a) One large room with platform at one end. This room is dark and needs painting. At present U.S.O. is using the Lodge furniture but they expect to have their own chairs etc. The equipment consists of one ping pong table and several card tables with games, puzzles etc. There is a piano at the present time but I believe it belongs to the Lodge.

(b) Office Space

(c) A small kitchen with electric plate where coffee can be heated.

Walkerton

Additional Recreational facilities:

U.S.O. (cont.)

Miss Loughran was much concerned over the summer heat in the rooms. It was very hot the day of my visit. She tho't some kind of ventilating system might be installed.

U.S.O. Program:

Saturday nite – Card and game session
with U.S.O. furnishing cookies and coffee.
Friday and Sunday nites – Informal dancing
and cards.
Thursday Nite – Motion pictures when available
They have had three films to date.
Tues. Nite – Community Singing
Radio drama discussion
Letter writing has been quite important.
Book quota has not been received but
is on the way now
Mother's Club meets once per wk.
A Sewing Machine has been ordered so
that girls can sew if they wish.
Soft Ball teams – 3 games thus far
Boating x picnics planned.
Archery "

Walkerton

Comments on U.S.O.

Miss Loughran said that the great majority of new people living in Walkerton left over the week end so that their week end s were rather poorly attended. She said thus far the women in the dormitories had not participated to any extent but she hoped to interest more of them as time went on. Miss Loughran feels that U.S.O. center should be closer to the dormitories but there were no vacant houses available. The men boarding or rooming in Walkerton have used the U.S.O. more than the women. After the trailer camp is occupied she will have more people with whom to work. Trailers are to be ready for occupancy June 1.

Walkerton

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Recreational program at Kingsbury Ordnance Plant

The following poster information was on exhibit at Mr. Ormond's Office (Public Relations)

Athletic field and Field House (Located back of the Admin. Bldgs.)

Soft ball diamonds
Tennis Courts
Volley ball "
Horseshoe "
Handball "
Archery Range
Ping Pong
} Ready for use

Mr. Ormond stated that recreational activities on the area had not been very successful, due to long distances employees were commuting and the general difficulties in transportation. Therefore, most of their activities have been carried on in the towns, principally in La Porte. Bowling has been very popular. At present there are 600 bowlers and during the season there were 1000 bowlers. However, the facilities on the area are used between 11:30 and 2 P.M. (lunch) and from 4 P.M. to 7 P.M. One of the buildings used most has been a

Kingsbury, Ind.

Recreational program at Kingsbury Ord. Plant

W.P.A. portable library building which the Co. secured. They have 400 books, according to Mr. Ormond, which are very good and are being used. This building is also used for letter writing.

Mr. Ormond said he met with the U.S.O. and W.P.A. (Mr Armstrong) every 2 wks. to discuss recreational problems.

Gardening –

2 dozen plots 50' by 60' on area

5 acres at Knox for occupants of trailers

Some acreage at Walkerton

Additional Housing Project near Kingsbury Ordnance Plant

Location and area:

775 acres of land across the highway from Ordnance Plant near the little town of Kingsbury.

Name and size of proposed city:

Kingsford Heights

3150 family units – demountable houses

500 dormitories (a possibility – Co requested 1000)

Construction is to begin immediately and contract calls for 120 days of completion.

Schools – 1 High School and 2 Elementary School.

Recreation Center – Indefinite (Temporary Structure)

Movie Theaters – " " "

Stores – " " "

Kingsbury, Ind

Kingsford Heights: (cont.)

Comments:

Mr. Ormond was quite concerned over the possibility of the schools at Kingsford Heights being under the control of the Township School Bd. ~~whom he did not consider capable of handling the situation.~~

deleted from USO report

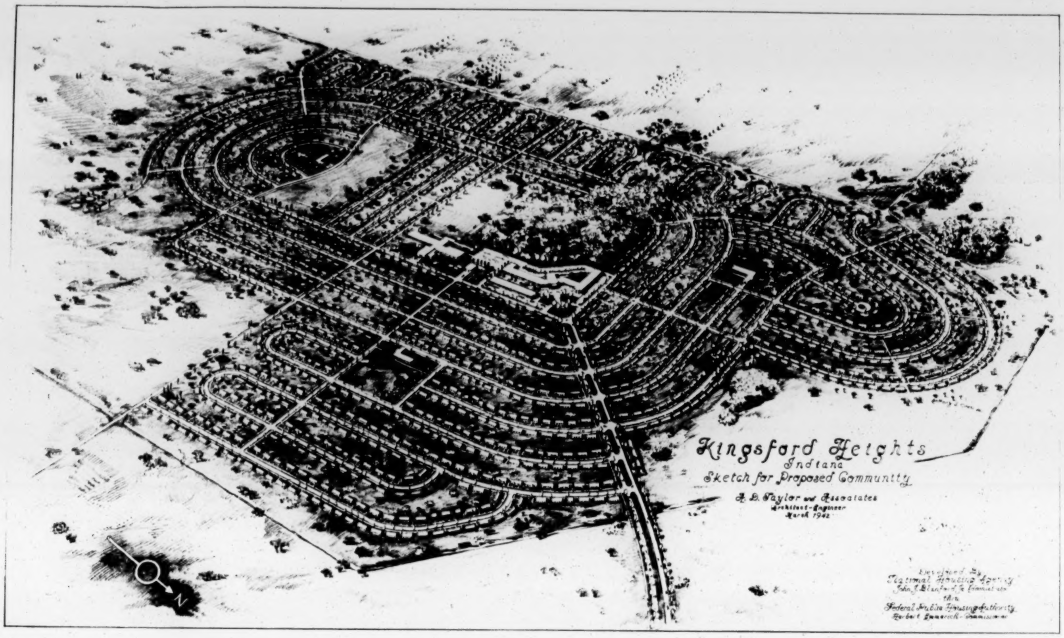
Mr. Ormond said he had been trying to contact Mr. Clapp, Office of Ed., in Regional Office at Chicago but had been unsuccessful. Mr. Harold Moore, Sr. Specialist of U.S. Dept. of Ed., had been there some time ago but he too had disappeared.

Child Care Center: Mr. Ormond tho't this should be included in the general plan but as far as he knew no definite plans had been made.

He suggested that if Women's Bureau Rep. was in Chicago it might be well to contact the Recreational and School authorities responsible for buildings at this new project.

Deleted from USO report

A child 3 yrs old, son of one of the mothers working at the plant, drowned last week. A High School girl was taking care of the two children while the mother and father were working. The family was living in the trailer camp at Knox.


Kingsford Heights
Indiana
Sketch for Proposed Community
A. D. Taylor and Associates
Architect-Engineer
March 1942
Developed by
National Housing Agency
John B. Blandford Jr. Administrator
thru
Federal Public Housing Authority
Herbert Emmerich - Commissioner
N

ALD-ARGUS, LA PORTE,

U. S. GETS JUDGMENT FOR 772 ACRES FOR KINGSFORD HEIGHTS

4/30/42

The federal government has obtained a judgment on declaration of taking for 772.03 acres of land in Union township on which will be erected Kingsford Heights, the U. S. defense housing project.

The judgment was taken in the Northern Indiana District U. S. court at South Bend, Judge Thomas W. Slick presiding. There are 14 parcels of land involved, all in Sections 7, 17, 18 and 19, Township 35 north, Range 2 west.

In the judgment it states the government will take possession of the land May 22. Owners have less than 30 days in which to vacate. The judgment was obtained at the request of the Federal Public Housing Authority which will build Kingsford Heights, a city of demountable type dwellings.

It is stated in the judgment that the U. S. government has placed $65,038.07 with the district federal court for use in paying owners for their properties.

A copy of the judgment is now in the court house here where it will be recorded at the office of County Recorder Garry Austin and where the necessary transfers will be made on the books of County Auditor Otto Meyer.

The new defense town will be located just southwest of the Kingsbury Ordnance plant along U. S. Road 6 and southwest of it.

RENTS OF APR. 1, 1941, PLACED AS MAXIMUM HERE

LaPorte and Starke Counties Included in Henderson's Freezing Order

4/30/4 La Porte Ind.

As an essential part of the overall freeze of prices from top to bottom of the national economy, Price Administrator Leon Henderson today designated areas housing more than 86,000,000 persons as defense rental areas where rents must be stabilized in accordance with federal recommendations.

The LaPorte-Michigan City area, including all of LaPorte and Starke counties, was included in the order because of the Kingsbury Ordnance plant. The recommended maximum rent date for this area, with an estimated population of 75,918 persons, is April 1, 1941. Fourteen other defense areas in Indiana are included in the order.

The price administrator formally designated 302 groups of communities in 4[illegible] states as "defense-rental areas," defined their boundaries, recommended a maximum rent ceiling for each, and recommended that evictions be restrained. Under the provisions of the Emergency Price Control act, if rents are not stabilized within 60 days in accordance with the recommendations, the Office of Price Administration may apply maximum rent regulations to effect this important aspect of the war program.

Today's action extends the number of defense-rental areas from 21 to 323. Total population in these areas is 86,000,000 persons.

In four-fifths of the areas so far announced, Mr. Henderson's recommendations would freeze rents as of March, 1942, thus eliminating icreases on the spring moving and leasing dates. In 64 areas, the price administrator reported that defense activities had resulted in exorbitant increases in rent and recommended that rents be cut back to specified levels in effect on January 1, April 1, or July 1, 1941. Ten of the 21 areas previously designated were enlarged.

"The control of rents is a war measure," Mr. Henderson said. "It is an important and essential part of the over-all ceiling on prices. American families spend 5 to 6 billion dollars a year for rent. Next to food, this is the largest single item in the family budget. Effective price control requires rent control.

"I appeal to every landlord and tenant to co-operate with each other and with their government to guarantee the success of this program. By so doing they make an invaluable contribution to the war effort on the home front. Property owners in defense-rental areas will perform a patriotic duty in making accommodations available at a reasonable rental. They should offer for rent every available extra room at a fair price.

"In some sections of the country rents have gone beyond reasonable bounds, doubling and tripling in many individual cases. Thousands

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MARCH SELLING RATES SELECTED FOR MAXIMUMS

Stabilization Is Designed to Compensate for Pay Raise Ban

LaPorte 4/30/42

By HILLIER KRIEGHBAUM

Washington, April 29—(UP)—The new overall price ceilings are designed to stabilize the cost of living at one and one-half per cent below the present level and keep it there for the duration of the war, government officials said today.

The drop will be accomplished through price ceilings placed on rents, services to goods, laundry, cleaning, repair of clothing and machines, etc., and millions of articles of food, clothing, household goods, and fuel and ice.

Price Administrator Leon Henderson issued the price orders last night as the first step in President Roosevelt's design for war living—a program that has no counterpart in American history.

"The blunt fact is that every single person in the United States is going to be affected by this program," Mr. Roosevelt told the nation last night.

Stabilization of the cost of living is designed to compensate for the pay raises which the president has asked Americans to forego.

"From this point on for the duration of the war, the ceiling will go no higher," Henderson said.

Can Lower Prices

But there is nothing in the order to prevent sellers from lowering their prices. However, the price structure is expected to be stabilized at the ceiling price. Past experience has been that ceiling prices become minimum prices.

The order also allows different prices for the same item in different stores. But the trend will be toward the same price.

"Competition may well iron out many of the different prices over a period of time," the Office of Price Administration said.

Of most vital interest to the average consumer was the order prohibiting the price of any commodity in a given store to rise above the highest price charged by that store in March. Those ceilings become effective May 18.

Exempted were such food ar ticles as fresh vegetables, fis and fruit, which are seasonal i character. Thus, peas in the po can increase in price; peas in a can can't.

hope that in these areas prompt adjustments will be made so that the rent elvel for the community as a whole will be more equitable. Failing those adjustments, it is my duty under the statute to reconsider the maximum rent date, and if the circumstances warrant take appropriate action to require reductions of excessive rents. Today's action in those areas which have been given a date of March 1, 1942, simply means that no further increases will be permitted."

In size the rent-control areas vary from metropolitan New York, with a 1940 population of 8,706,000 to King George County, Va., with a population of 5,431. The areas include all but seven of the 199 cities with populations over 50,000 and every city except Miami, Fla., over 85,000 population. North Dakota and Idaho are the only states not represented. The whole of Puerto Rico has declared a defense rental area.

Under U. S. Program

Under the federal program, maximum rents would be frozen for each dwelling unit at whatever rent was charged fo rthat dwelling

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East, Australia and islands in the Pacific.

Over All Continents

He said, moreover, that American planes manned by Americans are fighting over all the continents and all the oceans. To this he added that American flying fortresses will soon join in the British aerial offensive over Europe.

The president outlined several spheres of offensive action in addition to Europe. Notably he ventured the belief that the southward advance of the Japanese has been checked, and added that Australia, New Zealand and much other territory will be bases for offensive action—"and we are determined that the territory which has been lost will be regained." The statement constituted official confirmation of a northward offensive by General MacArthur from Australia, combined with naval and air action from other points in the western Pacific.

Navy in Mediterranean

As to the navy, the president revealed that our warships are in action in the north and south Atlantic, the north and south Pacific, the Indian ocean, the Arctic and the Mediterranean. It was the first official disclosure that American fighting ships are in the Mediterranean, and the president added significantly that "the situation there is receiving very careful attention."

Despite the bad news from Burma, the president felt able to promise China that even if the Japanese prevail there, ways will be found to deliver airplanes and munitions.

The president touched only briefly on the political side of the war, but he did suggest that there are signs of cracking morale among the German and Italian peoples. Shortly after his speech, a United Press dispatch from London told of unconfirmed but persistent reports that an internal crisis is pending in Italy.

Economic Aspects

The economic aspects of the president's address are a matter only for experts to discuss. His emphasis on "hard work, sorrow and blood," however, gives food for thought. Hard work is keeping Germany in the war just as much as her military might.

The work is not being done by Germans alone, although it was announced today that even children and married women are to be put at forced labor in fields and war factories. According to a re-

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Exempted were such food articles as fresh vegetables, fish and fruit, which are seasonal in character. Thus, peas in the pod can increase in price; peas in a can can't.

Wheat likewise can increase in price but bread cannot.

Some Exemptions

Milk products, such as cheese, condensed and evaporated milk, and butter, were excluded, but not milk, cream or ice cream sold at retail. Eggs and poultry, flour, mutton, lamb, dried prunes and beans, books, magazines, newspapers and motion pictures also were excluded.

The price orders prescribed highest March levels as the maximums for wholesale and manufacturers' or producers' prices, but provided that they would go into effect on May 11, one week ahead of the retail prices.

The regulations also prohibited rises in the prices of services such as shoe repairs, auto repairs, laundry and dry cleaning, and installation of such commodities as washing machines, stoves and other articles covered by the commodity price ceilings. The maximums are fixed at the highest prices charged during March but do not go into effect until July 1.

Henderson stressed that to lower the quality of goods in order to "chisel" on a definite price level would be a violation of the price ceilings.

Dr. J. K. Galbraith, deputy OPA administrator, said a new store

La Porte Herald-Argus 4/30/42

60 DAYS GIVEN FOR ADJUSTING OF RENTS HERE

WPA Survey Reveals 3.8 Pct. Increase in LaPorte Since November

If rents in the LaPorte-Michigan City defense area have not been adjusted by June 29 to conform with the recommendations of the Office of Price Administration, the federal price administrator is empowered to take action to compel landlords to meet the requirements.

That in brief was the deduction here today by tenants who are wondering what the rent stabilization order announced yesterday by Leon Henderson means to them.

Sixty days is allowed, under the federal rule, for making adjustments so that rents are stabilized at their April 1, 1941 level. At the conclusion of that time if landlords have not carried out this provision the OPM will move into action, Henderson has promised, judging by his statement of yesterday.

"Actual reduction of rents by federal regulation will come when and if the price administrator determines that his recommendations in an area have not been met and issues formal regulations and orders for the area," a part of the statement reads.

LaPorte has no fair rents committee, although federal representatives attempted to form one here, but it is believed that an area rent director may be designated for this county if it is found when the 60 days are up that the warning has been ignored.

Jump Since November

Details of a survey released today by the Federal Works Agency reveals that the residential rent level in LaPorte arose 3.8 per cent from November, 1941 to March, 1942, according to an index of average rents derived from recurring surveys made by the WPA division of research and statistics in co-operation with local WPA offices. The index, prepared at the request of the OPA, shows a total increase of 22.9 per cent over the two-year period from March, 1940 to March, 1942, amounting to an addition of more than $10,000 to the monthly rent bill paid by LaPorte tenants.

The recent survey shows that more than a seventh, 15.9 per cent, of the residential rents in LaPorte increased between November, 1941 and March, 1942. For units which had increases in monthly rent the average rise was $6.83.

"Relative to rents paid in November, 1941, tenants in the lower brackets had greater proportionate increases than did those in the higher rent brackets," the survey continues. It shows that the average increases for those having increases in the group paying $25 a month or less was 26 per cent or $4.40 as of November, 1941. Those paying from $25 to $34.99 who had increases were increased an average of $6.80 or 24 per cent, while those paying $35 or more who had increased rents were increased an average of $6.50 or 14 per cent.

La Porte 4/30/42

NO STOPPAGE IN LOCAL BUILDING

Volume Probably Less Than During Last Year

Construction of new homes here during 1942 will probably not equal in volume the amount of construction in 1941 but there is no stoppage on building here.

Under the conservation Order L-41 of the War Production board, the Federal Housing administration may process applications for mortgage insurance in defense areas where those seeking applications are engaged in defense work.

However, under Order L-41 expensive home-building is barred even in defense areas. No construction in excess of $6,000 will be permitted and no construction which would rent for more than $50 a month will be allowed. In non-defense areas home-building is out for the duration because of priorities and also because FHA cannot make loans in these areas. Persons wanting to build without FHA assistance will find themselves hampered by priority troubles.

Projects Under Way

One local bank which handles FHA mortgage insurance is now processing applications for new homes under Order L-41 and has projects under way, it was learned today. It hopes to handle many more during the spring, summer and fall, although last year's record will probably not be approached. There are other FHA loans being handled here.

When an applicant for an FHA loan gets to the place where he is ready to let a contract he must wrestle with priorities but that can be done successfully where the prospective owner is engaged in "defense work," it was learned. The priorities application is 66 pages long. As the war progresses there will be a tightening on priorities, it is predicted, which means that many substitutes will be required.

Wooden Troughs Soon

For example, it won't be long before wooden eave troughs will be seen on new houses here in place of the customary metal ones. The wooden article looks better but costs more, it is said.

Loans under Title 1 of FHA are limited to "projects in defense areas which make available additional living accommodations for war workers or are essential to the war effort and repairs necessary to maintain property in good working condition regardless of location or cost." Title 2 includes new construction and Title 1 includes remodeling or repairs.

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Comparisons Made

"Although for comparable units having increases in rent the average rise was 19 per cent, a tenth of the increases amounted to 40 per cent or more of the November, 1941, rent," the survey states. "Of every 100 units having increases 13 had increases of less than 10 per cent, 38 had increases of from 10 to 19 per cent, 28 had increases of from 20 to 39 per cent, 11 had increases of from 30 to 39 per cent and 10 had increases of 40 per cent or more."

The first survey in LaPorte was an enumeration of every second dwelling unit throughout the city and subsequent survey have been enumerations of only the rental units reported in the first investigation, it is said.

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STARTING PRELIMINARY WORK FOR NEW SCHOOL

Preliminary work for construction of the new Center township school on Tenth street at the foot of E street was started at he sie veserday by McCarty Brothers, C icago firm which has the general contract.

Staking the ground for the excavation and other preliminary work is being done. Excavation will probably be started the first of next week. It is hoped to have the new school ready for the opening of school in September, Trustee Lauren Arndt of Center township said today.

The school is being erected with federal funds and proceeds from a ownship bond issue. The site is ve acres in extent. The building ill be 100 feet from Tenth street.

National Council of Catholic Women

DEPARTMENT OF LAY ORGANIZATIONS, N. C. W. C.
EPISCOPAL CHAIRMAN, MOST REV. JOHN F. NOLL, D. D.
ASSISTANT CHAIRMAN, MOST REV. EMMET M. WALSH, D. D.

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NATIONAL HEADQUARTERS
1312 MASSACHUSETTS AVENUE, N. W.
WASHINGTON, D. C.

TELEPHONE REPUBLIC 3553
MARGARET T. LYNCH, EXECUTIVE SECRETARY

February 24, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Department of Labor
Washington, D.C.

Dear Miss Anderson:

In connection with your letter of February 6 concerning housing difficulties in the Burns City, Indiana area, we have had word from the president of the Indianapolis Diocesan Council, which takes in all of Southern Indiana, stating that she had referred the matter to the district president, Mrs. Frank Bateman, West Baden Springs, Indiana in whose district the section you mention is located.

As soon as further information is received it will be forwarded to you. I am sure that you can count upon the Catholic women of that section offering every cooperation.

Very sincerely,

Margaret T. Lynch

Margaret T. Lynch
Executive Secretary

MTL:eh

National Council of Catholic Women

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DIOCESE OF PORTLAND
MRS. J. E. FRANCHERE, 2ND VICE-PRESIDENT
DIOCESE OF NASHVILLE
MISS ANNA E. McCAUGHEY, 3RD VICE-PRESIDENT
ARCHDIOCESE OF LOS ANGELES
MRS. KATHERINE MURPHY BURNS, SECRETARY
ARCHDIOCESE OF SANTA FE
MRS. FREDERICK E. MURPHY, TREASURER
ARCHDIOCESE OF ST. PAUL
MRS. ROBERT A. ANGELO
DIOCESE OF HARRISBURG
MRS. CHARLES H. APPS
ARCHDIOCESE OF NEWARK
MISS ELLA CARROLL
DIOCESE OF LEAVENWORTH

NATIONAL HEADQUARTERS
1312 MASSACHUSETTS AVENUE, N. W.
WASHINGTON, D. C.

TELEPHONE REPUBLIC 3553
MARGARET T. LYNCH, EXECUTIVE SECRETARY

MRS. E. P. CARVILLE
DIOCESE OF RENO
MRS. WILLIAM F. CONNOLLY
ARCHDIOCESE OF DETROIT
MRS. ARTHUR J. FOURNIE
DIOCESE OF BELLEVILLE
MRS. JOHN BELL HOOD
DIOCESE OF NATCHEZ
MRS. MICHAEL H. KEOGH
DIOCESE OF ROCHESTER
MRS. EUGENE McCARTHY
DIOCESE OF CLEVELAND
MRS. THOMAS F. MORAN
DIOCESE OF HELENA
MISS EDMIRE E. QUINLAN
DIOCESE OF GREEN BAY
MRS. R. J. SWEENEY
ARCHDIOCESE OF DUBUQUE
MRS. THOMAS E. WARD
DIOCESE OF OKLAHOMA CITY-TULSA

February 11, 1942

Miss Mary Anderson
Women's Bureau
U.S. Department of Labor
Washington, D. C.

Dear Miss Anderson:

I wish to acknowledge your letter of February 6 and to assure you of our desire to be of any possible assistance through our affiliated groups in the section of Indianapolis which you call to our attention.

We have very active Diocesan Councils in the two dioceses which are included in the State of Indian~~apolis~~, namely Fort Wayne and Indianapolis, and since the section which you mention is located within the Indianapolis Diocese we have written to our president and ask that she bring the matter to the attention of her board which is to meet on February 16, and report back to us so that we may be able to keep you informed of any assistance which may be rendered through our Catholic women's organizations.

Please feel free to call upon us at any time when we may be of service.

With kindest regards and all good wishes, I am

Very sincerely,

Margaret T. Lynch

Margaret T. Lynch
Executive Secretary

eh

February 6, 1942

Miss Margaret T. Lynch, Executive Secretary
National Council of Catholic Women
1312 Massachusetts Ave. N. W.
Washington, D. C.

My dear Miss Lynch:

One of the field agents of the Women's Bureau has just been to the Burns City, Indiana, Area where around 600 women will be employed in April or May. It is expected that the women will commute from Bloomington, Bedford and Bloomfield. The Division of Housing of the Office of Emergency Management has requested the local Chambers of Commerce and the Mayors to make a rooms registration survey. So far no reports have come in.

Your local organizations may already be helping with this in these communities. Since it was agreed at the recent Women's Bureau Conference that housing facilities for women defense workers are a concern of women's organizations and a point where members can be of service, this information is submitted to you for transmission as you see fit to your local organizations concerned. You will note that the Chambers of Commerce and the Mayors have been asked to make the surveys; so offers of cooperation can be directed to those offices.

The Women's Bureau believes that adequate living and recreational facilities are important for women and all workers in defense industries, so there may be maximum production and no unnecessary turnover.

I think you will be interested and probably will be able to do something about this situation in the Burns City, Indiana, Area. Mrs. J. W. McCollum, President of your organization also is being advised of this matter.

With best wishes,

Sincerely yours,

Mary Anderson, Director

MA:IS

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN
INDIANA STATE DIVISION

912 East First St.
Bloomington, Indiana
February 12, 1942

Miss Mary Anderson, Director
Women's Bureau
United States Dept. of Labor
Washington, D.C.

My dear Miss Anderson:

Your communication of Feb. 6th to Dr. McHale was received by me yesterday. Today I interviewed the Mayor and the Executive Secretary of the Chamber of Commerce, Mr. Guy Baker. The former has apparently turned the Burns City housing problem over to the Chamber of Commerce.

Mr. Baker told me that about sixty days ago an official from Chicago representing the D.D.H. of the O.E.M. had called and was interested in setting up a Federal Housing Office here. This was taken under consideration and another official, this time from Evansville, checked up on the matter about thirty days ago. Mr. Baker was advised to see the operation of the Federal Housing Office in Bedford. This was done and the final understanding reached was that this city would not accept the Federal Housing Office but would give space and all cooperation to a federal official. The Chamber of Commerce believes that all rooms, apts., etc. should be inspected before recommended but the local real estate people are not interested in volunteering this service. Of course the Chamber of Commerce office already has most of the information and Indiana University's files could also be used.

Mr. Baker says that he is now awaiting a return visit, almost daily, from the Chicago representative of the D.D.H. and he has agreed to call me to the conference when this official arrives.

The condition that seems to be causing the greatest difficulty is that of transportation. Burns City is 25 miles away. There is no bus service to it and the cost of insurance, special tax per seat, and bus license amounts to $560.00 even after the purchase of the bus. The Chamber of Commerce is working on the matter but it believes that private cars will have to be the solution, people accommodating each other.

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN
INDIANA STATE DIVISION

This Association has no branch in Bedford or Bloomfield. However, the facilities here for housing, recreation, etc., would doubtless be better. We have two city parks with free cooking accommodations, two city swimming pools, a public golf course, and many University programs of music and speakers that are open to the public. The churches are numerous and commodious. There are four moving picture houses.

We are glad that you brought this problem to our attention. You may be assured that I will continue to press the question and that the local branch of A.A.U.W. will give all possible assistance when the proper official is assigned to this area~~l~~.

Sincerely yours,
Mary P. Holmstedt
Mrs R.W.Holmstedt
President

Copy to Dr. McHale

OFFICE OF THE GENERAL DIRECTOR
AMERICAN ASSOCIATION OF UNIVERSITY WOMEN
NATIONAL HEADQUARTERS, 1634 I STREET N.W.
WASHINGTON, D.C.

February 9, 1942

Miss Mary Anderson, Director
Women's Bureau
U.S. Department of Labor
Washington, D. C.

My dear Miss Anderson:

It was good of you to bring to my attention the problem of the housing of women defense workers in Burns City, Indiana. I am relaying your letter directly to the state president who lives in Bloomington, Mrs. R. W. Holmstedt, and asking her to get in touch with you and to set the A.A.U.W. machinery there to work to deal with the problem.

Very sincerely yours,

Kathryn McHale
General Director

KM:rb

February 6, 1942

Dr. Kathryn McHale, General Director
American Association of University Women
1634 I Street N. W.
Washington, D. C.

Dear Dr. McHale:

One of the field agents of the Women's Bureau has just been to the Burns City, Indiana, Area where around 600 women will be employed in April or May. It is expected that the women will commute from Bloomington, Bedford and Bloomfield. The Division of Defense Housing of the Office of Emergency Management has requested the local Chambers of Commerce and the Mayors to make a rooms registration survey. So far no reports have come in.

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I think you will be interested and probably will be able to do something about this situation in the Burns City, Indiana, Area.

With best wishes,

Sincerely yours,

Mary Anderson, Director

MA:IS

File

Letter of the presidents of A. A. U. W., the General Federation (also Mrs. Clawson), the Y. W. C. A., the Catholic Welfare Caouncil (and Miss Lynch) about the Room Registration Service in the Burns City Indiana Area.

My dear Mrs.

One of the field agents of the Women's Bureau has just been to the Burns City Indiana Area where aroung 600 women will be employed in April or May. It is expected that the women will commute from Bloomington, Bedford and Bloomfield. The Division of Defense Housing of the Office of Emergency Management has requested the local Chamers of Commerce and the Mayors to make a rooms registration survey. So far no reports have come in.

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Rest periods
Lunch hours

Local Fed
Clawson

A A U W
Local Fed
Y W C A
Catholic Fed.
Wash + [illegible]

[illegible]

a report on community [illegible] women workers in ~~the~~ defense areas ~~of~~ in Maryland and ~~Virg~~ Virginia ~~went from~~ was sent to you ~~this of the Women~~ from the Women's Bureau. ~~a se~~ Before a ~~second~~ follow up visit is made we would like to know if your organization has been able to any ~~the~~ ~~f~~ ~~rep~~ recent information on recreation occupation facilities. Are you working in any of the communities now - how ~~have~~ have your plans developed, and what plans affecting these areas do you have for the future?

You will be glad to know that the Farm Security Adm - which is building the dormitories for women ~~has~~ as ~~is planning~~

(Miss Lowry) -

Miss Helen Crawley

In December a report on community facilities for women workers in ~~the~~ defense areas ~~of~~ in Maryland and ~~Virg~~ Virginia ~~went from~~ was sent to you ~~this of~~ ~~the Women~~ from the Women's Bureau. ~~a secon~~ ~~Before~~ a ~~second~~ follow up visit is made we would like to know if your organization has been able to any ~~the~~ ~~f~~ ~~ref~~ recent information on recreation occupation facilities. Are you working in ~~any~~ of the communities now. Have ~~has~~ have your plans developed, and what plans affecting these areas do you have for the future?

You will be glad to know that the Farm Security Adm - which is in charge of building the dormitories for women ~~has~~ as ~~is~~ ~~planning~~ places to use almost all the suggestion we sent for improving the dormitories; - that is - ~~electrical~~ connections for electric plates (for heating water ~~for drinking~~ possibly a small amt of cooking) will be put in each room, laundry facilities will be made available in the dormitories; - In addition to the reception room now in the plans, a recreation wing ~~with~~ will be allowed to be used by ~~several~~ in one ~~building~~ open for ~~each~~ ~~3 or~~ 4 dormitories - this wing will give space for ping-pong, and other indoor activities the girls may want; * - Buildings for eating facilities ~~restaurants~~ under private management ~~will~~ be built convenient to the dormi~~tories~~. The adm. so far does not see its way clear to remedying the bath-room situation

The community surveys are being continued ~~in~~ ~~all~~ in other ~~sections~~ areas as fast as possible.

In very large units - where approx -

The adm. is also - working on

the

GENERAL FEDERATION OF WOMEN'S CLUBS

1941-1944

PRESIDENT
MRS. JOHN L. WHITEHURST
1734 N STREET, N. W.
WASHINGTON, D. C.

FIRST VICE-PRESIDENT
MRS. LAFELL DICKINSON
60 ROXBURY STREET
KEENE, NEW HAMPSHIRE

RECORDING SECRETARY
MRS. A. L. BLACKSTONE
321 BETHESDA COURT
WAUKESHA, WISCONSIN

SECOND VICE-PRESIDENT
MRS. J. L. B. BUCK
209 AMPTHILL ROAD
RICHMOND, VIRGINIA

TREASURER
MRS. ROWLAND H. LATHAM
63 WEMBLEY ROAD
ASHEVILLE, NORTH CAROLINA

WOMEN'S [illegible]

February 10, 1942

Miss Mary Anderson, Director
Women's Bureau
U. S. Department of Labor
Washington, D. C.

Dear Miss Anderson:

Your letter of February 6 received and I shall advise my friend, Mrs. Oscar H. Ahlgren, Whiting, Indiana, who is now president of the Indiana Federation about the particular problem you mentioned in your letter.

I am sure that Mrs. Ahlgren will get busy.

Sincerely,

Sara A. Whitehurst

Mrs. John L. Whitehurst
President

W:f

February 6, 1942

Mrs. John L. Whitehurst, President
General Federation of Women's Clubs
1734 N Street N. W.
Washington, D. C.

Dear Mrs. Whitehurst:

One of the field agents of the Women's Bureau has just been to the Burns City, Indiana, Area where around 600 women will be employed in April or May. It is expected that the women will commute from Bloomington, Bedford and Bloomfield. The Division of Defense Housing of the Office of Emergency Management has requested the local Chambers of Commerce and the Mayors to make a rooms registration survey. So far no reports have come in.

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I think you will be interested and probably will be able to do something about this situation in the Burns City, Indiana, Area. Mrs. Clausen also is being advised of this matter.

With best wishes,

Sincerely yours,

Mary Anderson, Director

MA:IS

Labor Supply (cont.)

(2) Present - Thus far not more than 2% have come from outside the Falls City area. A few come from Cleveland and Evansville or some near-by city. The other 98% are local. Technical force is taken from Civil Service Register without regard to residence.

(3) Plans for Future Labor Supply - Lt. Garnett said there was a large available clerical supply in this region and that he had 200 applications on file for office jobs. He did not anticipate any difficulty in securing any type of labor. They are planning to substitute women for men wherever possible, beginning with messengers where replacement has already begun. Much of the sewing is heavy work and at present is done by men but all that can be handled by women will be allocated to them. At present only 15% of office force are men and that proportion will decrease, but male laborers will increase, because most of the laboring work is heavy and can not be done by women.

Transportation facilities -

According to Lt. Garnett, 80% of the employees walk or come in their own cars. 70% live in or near Jeffersonville on the Indiana side of Ohio river. Bus service to Louisville every 15 minutes, price 10¢ per trip. Buses to other nearby towns such as New Albany, Sellerville and Charlestown.

Method of Recruiting and hiring

Civil Service - certified from Falls City area

Requirements - Age, sex, marital status, race, etc.,

Regular Civil Service requirements according to job.

Women's Bureau - Jan, 1942

PLANT INFORMATION

1. Name and address of plant - U.S.Quartermaster's Depot, Jeffersonville, Ind.

   a. Firm operating - U.S.Government (army)

2. New Plant - Yes____ No ✓

   Date operations started on defense production - August 1940

3. Products

   a. Prior to defense - This depot has been in existence for many years. It is primarily a storage depot but some manufacturing is done at all times. See products listed below - same items made but on a smaller scale.

   b. Defense products:

   - Army tents
   - First Aid Couches
   - Web Belts
   - Dispatch Cases
   - Army Field Rangers
   - G.I.Cans
   - Wire Cutter Carriers
   - Pack saddles and harness

   c. Plans for Post Defense - probably will continue making same products.

4. Labor Supply

   Area of recruiting

   (1) Prior to defense

   Although employees are under Civil Service they are not certified unless they come from within a radius of 35-40 miles, except in rare cases or if it is a technical job.

U.S.Quartermaster's depot, Jeffersonville, Ind.

Labor Supply (cont.)

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Method of Recruiting and hiring

Civil Service - certified from Falls City area

Requirements - Age, sex, marital status, race, etc.,

Regular Civil Service requirements according to job.

Method of Recruiting and hiring (cont)

18% of total employees are colored. Lt. Garnett did not know how many of that number were women but majority are male laborers. Some colored sewing machine operators are hired. No negroes on office force-messengers are white.

Present turnover- Very little, since practically all are local people.

Numbers employed - Present force.

On Nov. 30, 1941 there were approximately 3000 men and women employed. Of this number 500 were female office workers with 160 women in the factory, principally sewing machine operators, helpers and examiners. The majority of the women are in the 26 through 39 age group, according to personnel manager. No information available on marital status, ie, number of married women employed.

Pre-defense Employment *

On July 1, 1940 there were approximately 600 men and women employed. Of this number 66 were women -- 10 female factory workers and 56 female office employees.

Anticipated Maximum force -

Impossible to determine as yet. During the World War there were 10,000 employees at the depot but no number approaching that figure is expected according to Lt. Garnett. Labor saving machinery has replaced employees in many types of work.

Future Rate of Expansion -

In June 1941 they hired 150 per week. Since that date the rate of expansion has decreased but probably will increase now that war has been declared.

Post defense employment -

Difficult to determine as yet but Lt. Garnett thought it likely that the Depot would never again drop to the 1940 low level of 600 employees--at least 20% more than the 1940 figure in both office and factory.

Hours of work -

Factory is on an 8 hour day, 5 days per week, 40 hours per week. Probably will work 6 or 7 days later. Since Dec. 7th office is on an 8 hour day, for 5 days with 4 hours on Saturday making a 44 hour week schedule.

Shifts

Factory -- 1 shift	7:30 -- 4:00 P.M.
Office -- 2 shifts	8:00 -- 4:30 P.M.
Office	10:30 -- 7:00 P.M.

Some I.B.M.Operators (women) work from 10:30 to 7:00 P.M. and others on 8:00 to 4:30 shift.

Lunch Periods -- one half hour for all employees

Rest " -- none

Overtime -- No overtime as yet in the factory. Clerical force has put in quite a lot of overtime -- 200 hours this past week. No compensation for office workers other than time off if possible.

Training

a. Pre-employment training

N.Y.A. has a training class for sewing machine operators. These girls are eligible for employment at Depot as soon as they have reached the age of 18 years.

b. Supplementary training during employment

None

Training (cont)

c. Training within plant -

No regular training course given. Inexperienced employees work with experienced operators until they become familiar with type of product.

Personnel policies -

Medical - Regular Civil Service Physical examination before employment.

A registered nurse is on duty in First Aid room during working hours.

A doctor is in plant office part of each day and is on call at any time.

No hospital facilities other than City Hospital.

Food Service-- No cafeteria on grounds at present. However, there will be a cafeteria in the new Administration Building when it is completed. The great majority of workers, both office and factory, either bring their lunch or go home to eat lunch. However, there is a cafeteria across the street from the depot.

Uniforms

None required.

Employee Organization -

None

Person in charge of Personnel relations for Women, Lt. Garnett

Women's Bureau
U.S. Department of Labor
Washington

January 1942

San Diego, California, Summary - ~~Confidential~~

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750127
By [illegible] NARS, Date 5-3-76

Community and Background Notes.

A. Population -

The manager of the Industrial Division of the Chamber of Commerce estimated that the metropolitan population of San Diego was well over 300,000. The 1940 census showed 202,000 and the last estimate which did not take in all surrounding area which is a part of the San Diego area industrially was 276,000.

B. Employment -

Employment in the city has increased from 99,550 to 126,600 from January 1, 1941 to January 1, 1942. Aircraft has more than doubled in this period. The peak has not been reached, and will probably double again within this year. Local labor supply cannot meet this and the need for large numbers of women is imperative as many of the present employees will be drafted. Average age of men employees is 23 to 25.

Employment of women -

It is estimated that there is an untapped labor supply of more than 25,000 women which should be utilized to prevent further in-migration.

Active file of employment service showed: Total registered, 11,148; Men, 5,762, women, 5,386. This is not representative of women who would work and would register if a call went out for women. They have not registered because they knew there was little opportunity and also many are being employed directly at the gates. Close to 5,000 have been referred to schools for training. Training is being given quite extensively to women now. Of the women who come in from other States 60 percent have no training or industrial preference, about 40 percent have had either clerical or industrial experience.

Training of women -

All types of training - pre-employment and supplemental along aircraft and defense lines are offered by the National Defense Training School, some high schools and private schools. Courses are given in welding, electrical assembling, power sewing machine, tube bending, riveting, plaster pattern making, weight control drafting, blue print reading, stock keeping, etc.

In the National Defense Training School preference has been given to women from 22 to 35 years of age, although small proportions of younger and older have been trained. The work is on an individual basis and training has varied from 150 to 300 hours. Work is offered 6 days a week, 5 hours a day.

C. Migratory Workers Coming into the San Diego Area -

General -

Large numbers of people have come into San Diego for many years, as is evidenced by population statistics. However, beginning in the summer of 1940, and as a direct result of national defense program activities, a sharp increase has been noted. A large proportion of these workers has been needed; some of them, however, cannot be used.

Until two months ago no over-supply existed, with the exception of unskilled labor, persons without specific training, and female clerical and factory workers. Currently, with the leveling off in building construction activities, there has been added to this over-supply a considerable number of skilled building mechanics, particularly carpenters, and a large number of unskilled building construction laborers.

Migration out of this area has also been quite extensive. That migration both into and out of this area is a continuing process is evidenced by the constantly changing condition of our active file of applications for employment. Our total active file figures have not changed very much, but the movement of cards into and out of the active file amounts to several thousands per month.

Three major groups -

Workers coming into this area may, for the purpose of this report, be placed in three major classifications: Aircraft, building construction, and general.

Migration of aircraft workers began in the spring of 1940. The peak is yet to come and will probably be reached about July, 1942.

Migration of building construction workers started about September, 1940, and the peak was reached about April 15. As of that date the number started to dwindle.

The third large group of workers consists of the (1) so-called white collar class, (2) husbands and wives (mostly wives) who have followed defense workers to this area, and a (3) general group of persons without specific training or skills drawn here by attendant publicity in connection with the defense program. Volume of migration in connection with this large general group is not so extensive as in the case of the other two, but it will continue for a longer period. This migration commenced about the spring of 1940, and it is believed the peak will be reached about the end of this year, provided there is no new activity other than that now contemplated.

Source of migration -

In attempting to determine the areas from which migrants have been coming we have made an exhaustive check of our employment application files

and unemployment insurance claims records. 16.61 percent of our active applications for employment are migrants. 19.5 percent of our unemployment insurance claimants are migrants. (This figure has ranged as high as 28 percent on a monthly basis since last September.)

Only 9.1 percent of migrant applicants for employment are from the Eastern and New England States. of this number 6.09 percent are from New York and Massachusetts. Only 5.45 percent are from the deep South. Of this number 2.18 percent are from Florida. 22.32 percent are from the Rocky Mountain and Pacific Coast States. The major proportion of migrants, better than 63 percent, are from the eighteen Middle Western States.

Ninety-one percent of the unemployment insurance claimants are from 28 States. Of these 28 States, 7 percent are from New York and Massachusetts, 27 percent are from the Rocky Mountain and Pacific Coast States, and 57 percent are from the Middle West. From the 20 other States there are only 9 percent. These States are all Southern, Eastern, or New England States, with the exception of North Dakota.

Occupational characteristics -

Aircraft workers fall into two major classifications, skilled mechanics and potential trainees or recent aircraft training school graduates. It is from this latter group that the so-called helper groups are recruited.

Building construction workers are about evenly divided between skilled mechanics, all classifications, and unskilled laborers.

Of the general group about 60 percent of the women have no training to speak of. They have accompanied or followed their husbands to this area, but are definitely in the labor market for some kind of employment. The other 40 percent of the women are clerical workers and eastern factory hands with little probability for utilization of their skills in this area. About one-third of the men in the general group are so-called white collar workers, and the other two-thirds are without previous training or skills but attracted by and interested in aircraft employment. Many of this latter group are Middle Western agricultural workers.

Other general information -- all

The age range is from 18 to 65, with the bulk of them between 30 and 40 years of age. About 65 percent are male and 35 percent female. Practically all are citizens. Mostly all are whites, except in one category, that of building construction laborers, in which case about one-third are Negroes. About two-thirds are married and one-third single. Of those who are married about half come here without their families.

Cause of migration -

General publicity with respect to the national defense program, and especially publicity in connection with activity going on in this area, has been responsible for bringing in most of our outside people. While

wages are the same as in other defense areas, wages have been a factor in drawing workers from the Middle West. It is, and has always been, necessary to recruit aircraft workers. Every known means is being used to secure the two principal types desired, that is, highly skilled workers and trainees. In the aircraft industry skilled workers have been recruited by clearance, by advertising, and by sending personal representatives to areas from which they might be secured. Trainees and school graduates have been secured by advertising, by arrangements with other private schools, and by clearance. The kind not desired, that is to say, those without skills and those unable to meet training class requirements have come of their own accord, as a result of the general publicity attendant with the increase in aircraft manufacturing. In the case of building construction workers, most of them have come in response to rumors. It has been necessary to secure some by recruiting methods, but not very many. These have been in certain highly skilled occupations.

The opportunity for work -

Up to two months ago practically all skilled building mechanics were able to find employment. At no time was it possible for all building construction laborers to secure work. At one time, but for a very brief period, all that came could be used, but the surge of migrants to this area in these classifications continued way beyond our ability to absorb them. At the present time there are approximately 2,000 building construction laborers on hand, about 800 carpenters, and from 500 to 700 other building craftsmen.

All skilled aircraft mechanics or other skilled mechanics who could be utilized in aircraft employment have found work. All training school graduates and all trainees could be placed up to the first of this year. About that time hiring in the industry was suspended and has only now commenced again.

In the meantime we built up what we thought was a reserve supply of graduate trainees to the amount of about 1,100. However, it is interesting to note that with a resumption of hiring and in an effort to fill our first few orders a survey determined that most of these graduate trainees had gone back home, secured employment in the industry elsewhere, or secured some other kind of employment locally. Of this group about 150 have been placed in the industry, and there are now on hand about 200 available for placement. The balance have become definitely unavailable, a great proportion of them by migration out of the area.

D. Housing -

In-migration of almost 100,000 into San Diego has caused serious housing problems, but they have been problems of the family group chiefly. Rents have increased 25 to 60 percent.

Defense housing projects for civilian workers and for navy have prevented any serious shortage. There are three projects for defense workers; one of 3,000 houses and with about 10,000 persons in the community was already occupied. The other two would be ready in a short time.

Three dormitories for single men have been built and provide housing for about 1,700 men. It was reported that they are only about half-filled. Locations are not especially convenient for food service and so far the dormitories have not been popular. If there should be a rapid increase in the number of unattached women, there was a feeling that these might be converted to dormitories for women.

In addition there are two trailer camps which have 450 trailers. These are Federal projects. Besides these, all around the outskirts of the city there are trailer camps and auto camps which are privately owned. Trailers in the Federal units were reported as rented only to families or to groups of single men.

A room registry is maintained by the San Diego Defense Council but it has been difficult to keep it up to date.

The Y.W.C.A. and room registry of the Defense Council were not conscious of any critical housing problems for women. In-migration of women has not been marked except as they have come with members of their families. Y.W. dormitory of 94 rooms is always full but they are mostly business girls. The Y.W.C.A. has three rooms kept for girls who may be stranded and they are not occupied to any marked extent. The Soroptimist Club also was reported as having three or four rooms at the Palms Hotel which they keep for women in distress but did not think these were often occupied by industrial girls. The girl with a job is finding a room but is having to pay more than men as women are not desired as tenants. Cheap rooms are in demand and almost none now available for less than 15 to 20 dollars a month, and this frequently means sharing a room. The Y.W.C.A. charges $16 a month for a double room, and $17 for a single. They said this was as high as private rates but that girls get more in service and privileges than in homes. There are kitchenettes and refrigerators with plans for girls to cook their own breakfasts; and there are laundry facilities, which is often not allowed in private homes.

The general opinion seemed to be that there was no acute problem as yet in the housing of women. Companies have preferred married women or those living in family groups. Single unattached girls have not come in any numbers. There has been some influx of business girls but all seem to have been housed without serious problems.

E. Recreation -

The U.S.O. has two women at the Y.W.C.A. and one at the Catholic center. So far the work of the U.S.O. with women has been only to register girls who will attend parties, dances, outings and other activities. Large numbers have enrolled and women are taking an active part in this recreation.

All the aircraft companies have extensive recreation programs. The Consolidated has taken over the entire facilities of the Y.W.C.A. for gymnasium, swimming, etc., and certain periods are open to women employees and wives.

The Y.W.C.A. and Defense Council did not have any plans for special programs for recreations for women, as no need is apparent so far. They would be glad to have suggestions. Women in the factories are mostly family women and not interested in group activities. Also, climatic conditions, nearness of mountains, beaches, etc., provides common facilities for outdoor recreation for all who desire it.

The adult education program of the San Diego School - business, vocational, and avocational is open to all and many take advantage of it.

F. Child Defense Centers (nurseries for children of working mothers) -

Miss Langdon and Dr. Powers from the U.S. Office of Education have visited San Diego during the last year and talked with the school board and school agencies as to the need for nurseries for the pre-school child. There have been three W.P.A. nursery schools for young children of families on relief and several private schools for middle class working mothers. Most of the private schools are filled and do not recruit many from the homes of industrial workers.

After December 8th and with the increased employment of women, Mr. Fred W. Morrison, Chairman of the Committee on Health and Welfare of the San Diego Defense Council appointed a child care committee, made up of representatives of various agencies concerned. They have been working out plans for nursery schools to be located in areas where defense workers live. Plans were still in the making, two meetings had been held to recruit women who would give volunteer service in assisting teachers paid by the W.P.A. Schools, other public buildings, church rooms, etc. will be used. Training courses in child care are to be given to the women volunteers.

The first nursery was ready to be opened. The daily schedule would be from 6:30 a.m. to 6:00 p.m. The possibilities of providing for children of school age if necessary were being considered. The problem of taking care of children of mothers who might work on the second and third shifts had not yet been discussed.

They expected to charge a fee, but the basis for the fee had not been decided. Lunch will be served to the children and milk and fruit juices will be given them during the morning and afternoon.

Mrs. Crumly, supervisor of W.P.A. nursery schools is in charge. The Linda Vista Housing Project for Defense Workers was visited with her. They hope to have a nursery here. Half the families had children under 5, Of almost 10,000 in Linda Vista, there were 4,000 children and more than one-half of these were under 5 and about 85 percent were under 11. However, not many women in Linda Vista are employed in aircraft or in any other employment.

Maryland - November 1941 (Elkton, Edgewood and Aberdeen)

There are no arrangements for care of children whose mothers are employed, at present, according to Mrs. Coles, Head of County Welfare. She said some provision must be made as children are being left alone at home while mother goes to work. Mrs. Coles thinks Foster Day Care would be better than a day nursery since women work on different shifts. There has been an increase in domestic difficulties since the boom. This is particularly true in migrant families where husbands have gone off and left wife and children after she got a job or vice versa.

Virginia - November 1941 (War plants at Radford and Dublin)

This problem is being considered and tentative plans made by Mr. David M. Braxwell, superintendent of the Radford Public Recreation, Parks and Playground Commission, for a day nursery using W.P.A. girls as helpers. Since the families live 1 to 1½ miles from the Rec. center they are hoping to use the City bus or school bus to pick up the children.

In 4 of the areas visited there was no report on "Care of Children".

These notes (from community study) sent to Childrens Bureau 1/29/42

Care for Children of Employed Mothers in Defense Areas Visited by Women's Bureau

Charlestown Ind Defense Area - December 1941

Jeffersonville, Indiana - This problem has been considered but no definite steps taken. Mrs. Hughes, Head of County Welfare, said a nursery school was needed but as yet no money had been obtainable. A meeting had been held with Mr. James Zachary, Fed. Security Recreation Rep., and Children's Division whose representative, Miss Louise Gilbert, is paid by Children's Bureau in Washington. At this meeting they decided that if a nursery was established, Goodyear Corporation would have to partially finance it since the mothers would be working there. A letter was sent to the Corporation and a reply received by Mr. Zachary stated that Corporation did not think a nursery necessary. Indiana State laws are quite rigid in regard to nurseries therefore it would mean adequate trained supervision, et cetera. It would have to be approved by State Welfare Board. The first plan was to establish a central nursery near the bag loading plant but that idea was not very feasible due to transportation of children. MrS Hughes thought it would be necessary to have a nursery in all of the towns - Jeffersonville, Charlestown and New Albany, rather than one central nursery. She also stated that an additional need was a Detention Home for the young girls, 16 years and under, who were found in this area. They come in from Kentucky Mountain section, particularly, expecting to get work but due to their age can't get a job and dire consequences result. It is against the law to put them in jail but no other building is available. Mrs. Hughes said no large home was needed but they did need some place to take the girls under their custody.

Charlestown, Indiana - Need for some type of day nursery here also - especially if more women are working. Also Miss Vetter of N.C.C.A. mentioned that some women living in a trailer or in one room with their families had talked about problems involved in trying to keep the children quiet during the day when the father is working on a night shift. Department of Health has just established a center to give instruction in pre-natal care and the care of young babies but no day nursery facilities.

Kingsbury, Indiana - December 1941

This problem has been discussed but no definite steps taken. Mr. Knoll, County Superintendent of Schools, did not believe the schools could furnish that service. One of the County nurses stated that thus far they had not encountered children left alone but that a nursery would be needed and that probably it should come under the County Public Welfare Department. Mr. Martin Ray, Vice President of the company operating the plant, and Mr. J. F. Perkins, Area Housing Director of Farm Security Administration, both spoke of this need but had no concrete plans or suggestions.

files

Community Needs

IN REPLY REFER TO

U. S. NAVAL AMMUNITION DEPOT
BURNS CITY, INDIANA

No. NT1-18
TEK;wck

January 7, 1942.

Director Women's Bureau
U. S. Department of Labor
Washington, D. C.

Dear Madam:

Receipt is acknowledged of your letter of January 5, 1942.

The Depot will be pleased to cooperate in the survey of community needs of women workers and their fulfillment in new defense areas.

Very truly yours,

E. G. Oberlin,
Captain, U.S.N., Ret.
Inspector of Ordnance
in Charge

T. E. Kelly
T. E. Kelly,
Lieut. Comdr., USN.
By direction

January 5, 1942

Commanding Officer
East Coast Ordnance Plant
Burns City, Indiana

Dear Sir:

At the request of several Federal agencies, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection a number of facts concerning women's use in your plant will be essential. One or two of the following people will call upon you sometime in January: Martha Ziegler, Elsie Wolfe, or Sarah Thurman. May we have the cooperation of yourself and your Personnel Manager in this connection?

Very truly yours,

Mary Anderson, Director

ELW:LW

December 29, 1941

Major Martin H. Ray, Vice President
Kingsbury Ordnance Plant
Kingsbury, Indiana

Dear Major Ray:

Our field agents, Miss Ziegler and Miss Wolfe, have reported to us the need for recreational facilities for women, in view of the type of women's dormitories built in Walkerton. This matter is being taken up and will be followed through until favorable action is secured and the recreation hall is under way.

We will keep you in touch with developments.

Sincerely,

Bertha M. Nienburg,
Acting Director

BMN:LW

Ziegler says that [illegible] it is [illegible] contract. Later [illegible] Feb 1941 can be used

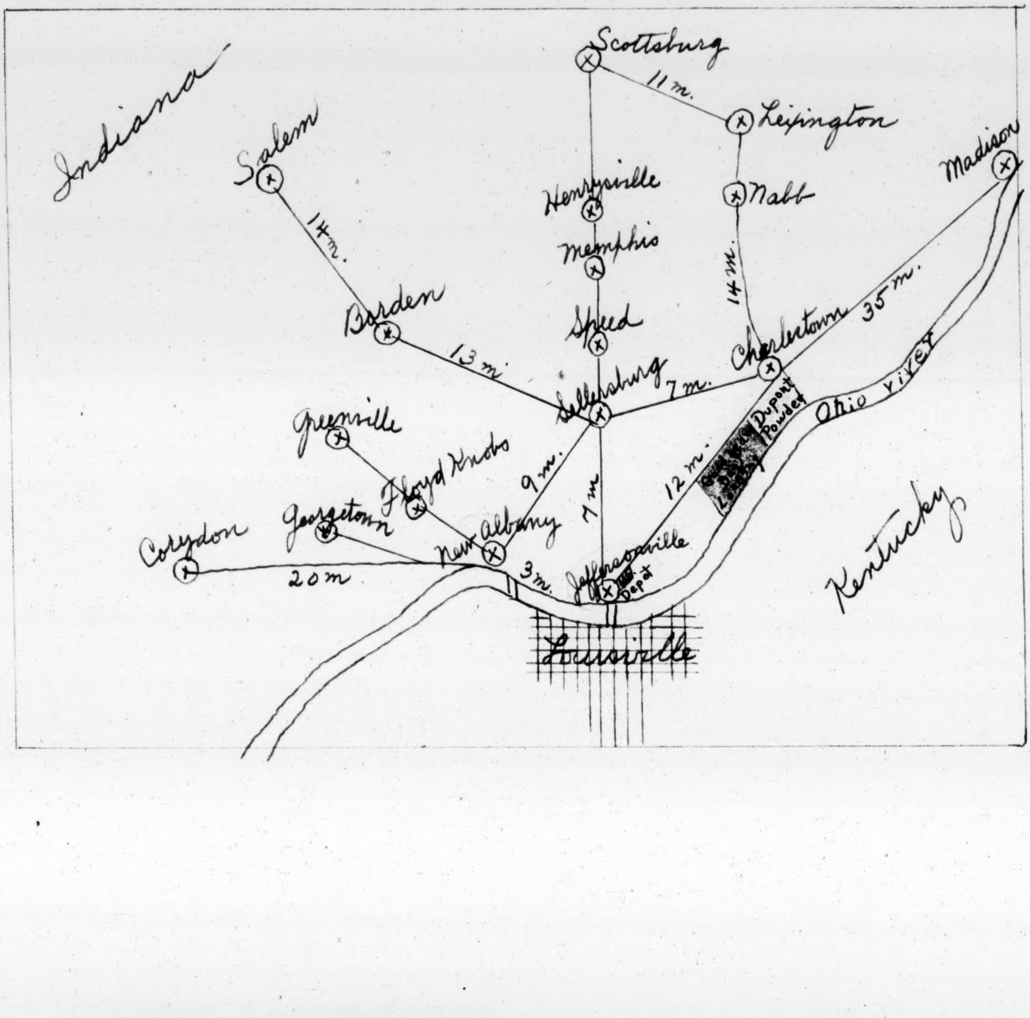
[illegible]

Indiana —

Bag Loading

SUMMARY OF THE CHARLESTOWN DEFENSE AREA

I. Areas affected by the Defense plants:


Indiana
Scottsburg
11 m.
Lexington
Salem
14 m.
Henryville
Memphis
Nabb
14 m.
Madison
Speed
Borden
13 m.
Charlestown
35 m.
Sellersburg
7 m.
Greenville
Floyd Knobs
9 m.
7 m
12 m.
Goodyear Bag Loading
Dupont Powder
Ohio river
Corydon
Georgetown
New Albany
20 m
3 m.
Jeffersonville
Depot
Louisville
Kentucky

a. Defense plants within area:

1. Hoosier Ordnance (Goodyear Bag Loading) between Jeffersonville and Charlestown
2. Indiana Ordnance (Dupont Powder Plant) Charlestown
3. U. S. Quartermaster's Depot, Jeffersonville

b. Falls City Area includes:

Towns	1940 population	Economic structure
1. Louisville	319,000	(Large manufacturing center (with following industries: (Distilling liquors (Tobacco (cigars & cigarettes (Soap & Glycerin (Colgate's) (Clothing (men's work shirts (and trousers (Synthetic rubber (2 plants) (Metal (aluminum) (Submarine chasers
2. Jeffersonville	11,946	
3. New Albany	25,414	
4. Sellersburg	1,121	Rural community with 1 cement plant
5. Scottsburg	2,189	Large canning center (Morgan County
6. Charlestown	939	No industries before boom
7. Corydon	1,865	Not reporting
8. Salem	3,194	Not reporting
9. Madison	6,923	Government Proving Grounds Few employees come from Madison due to new Proving Grounds

All the towns within this area had large Relief and W.P.A. rolls. The 1937 flood caused great damage to property - some industries left and the general employment situation was at a low level until the many defense plants came to southern Indiana and Kentucky.

c. Characteristics of surrounding rural area

Good farming land on which corn, alfalfa, and vegetables are grown. Tobacco is grown on the Kentucky side of river.

d. Comments concerning outlying area

The Evansville region is a "distressed" area due to priorities so there is a large labor supply in Southern Indiana. Two new Ordnance plants are in process of construction, or about to begin, East Coast Naval Ammunition depot at Burns City and the Wabash Ordnance (TNT). The plant at Burns City will employ women assembling and loading shells and bombs.

II. Agencies coordinating facilities needed:

a. Civilian Defense Council

Louisville, New Albany, Jeffersonville and Charlestown consolidated into one unit with headquarters in Louisville.

Coordinator for this District - Mr. Neil Dalton.

The mayor of each city acts as chairman of the local council.

Louisville Mayor - Wilson W. Wyatt.

Clark County Chairman - Mr. Wilson

All three Ordnance plants are in Clark County, Indiana.

b. Community Service Council (Jeffersonville)

Chairman - Mr. S. A. Shannon

This council was organized before U.S.O. came in for the purpose of planning for recreational and other community needs. They now operate in conjunction with the U.S.O.

c. U.S.O.

Louisville Center, both colored and white, under City supervision. None of the affiliated agencies of U.S.O are present.

Charlestown, Indiana

U.S.O. - Miss Alice Hawkins (Traveler's Aid)

New Albany Recreation Center

Mr. Carson Bard, Member of Parks Commission, has supervision of center with 22 W.P.A. workers serving as Staff for the Center.

Mr. Herbert Jenkins - W.P.A. Supervisor.

Jeffersonville

U.S.O. - Miss Helen McCandless (Y.W.C.A.)
" Mary Louise Vetter (N.C.C.S.)

III. Sanitary Facilities:

Taking the area as a whole sanitary facilities are fairly good. However, Jeffersonville is getting a new sewage disposal plant which was needed quite badly before influx of defense workers. Charlestown's sanitary facilities were very inadequate during the construction period when trailers were parked everywhere. No definite information on additional facilities being provided was obtained by agents.

Water supply for area seems to be adequate to meet present and future needs. Jeffersonville is trying to create a "Sanitary District" as a means of bettering conditions throughout defense area.

IV. Transportation facilities - Good

Bus Service:

Louisville to Jeffersonville every 15 minutes (fare 10 cents)
Every 15 minutes rush hours
" " New Albany " 30 " after (fare 10 cents)

Jeffersonville to Charlestown and Ordnance Plants every 30 minutes.

Fare 25 cents one way, 40 cents round trip.

Local buses within Louisville, New Albany & Jeffersonville

Train Service

Louisville to Charlestown commuter's train was discontinued about 3 weeks ago but would be put on again if needed.

Additional buses will also be added when needed for second and third shifts.

V. Housing

Government Projects operated by F.W.A.

Charlestown - 75 family units

Jeffersonville - 75 family units (4-family barrack type)

New Albany - 100 family units

Louisville - See Housing Report

Rate of Rent since 12/1/41 (Government Housing)

1-bedroom unit - $27.50 per month

2-bedroom unit - $30.00 per month

3-bedroom unit - $37.50 per month

All of these houses are occupied except a few 3-bedroom units at New Albany.

Private Construction of New Homes 1940-1941

Jeffersonville - about 50 new homes

New Albany - about 300 new homes constructed or in process of construction

Charlestown - Very few, perhaps 5 or 6 houses.

According to local citizen it was difficult to secure needed cash for building, inasmuch as there was no F.H.A. or Building and Loan Association in Charlestown.

Louisville - 3,475 new units, both private and U.S.H.A. construction - no segregation on report (See Housing Report)

Slum Clearance Projects (white and Negro)

Both Louisville and New Albany had large slum clearance projects, some of which are completed and others in the process of construction. These projects helped to alleviate the housing shortage.

Additional housing needed:

The most urgent need for additional housing is at Charlestown where "shacks" are being built to supply the need. Many trailers are still in use.

Mr. Wilson, County Chairman of Defense Council and also County Superintendent of Schools said homes for large families were badly needed in Charlestown. At present there is not a vacant house in Charlestown or the surrounding rural area.

Jeffersonville also needs additional housing of the one-family permanent type, according to Mr. Shannon, Chairman of Community Service Council. The permanent residents did not like the barrack type of Defense Housing - location of housing project and general appearance is not good. However, they are all occupied.

New Albany seems to have more private construction and can probably take care of additional needs in that way. A recent housing survey (Nov. 1941) made in New Albany of three-fourths of city, showed 94 vacant houses and apartments, of which 59 were substandard. The one-fourth of city omitted was the best residential section in town. A copy of survey when completed will be sent to Washington.

Dormitories - None built in this area. One person contacted in Jeffersonville thought dormitories for women might be needed there if many additional women were hired. However, it is doubtful if community would want dormitories.

Rooms in private homes available at present:

Charlestown - 30 vacancies listed of which 2 were cabins and several housekeeping rooms.

New Albany - No information on number of rooms available. Chamber of Commerce stated that no requests for rooms had been made since construction period. Few women rented rooms in New Albany.

Jeffersonville - Approximately 1200 - 1500 rooms available, according to Mr. & Mrs. Seabrook who conducted a Rooms Registration Agency during the construction period. Mr. Seabrook is President of the Board of Trade and this service grew out of a need not supplied by town - a free service. Mr. Seabrook estimated that at least 5,000 people had been placed from Sept. 1940 to May 1941 when service was discontinued. Men roomers were preferred but the homeowners who took women were satisfied and willing to take other women later.

Louisville - Not reporting on number available. Room Registration Office sponsored by Real Estate Board no longer needed. Rates of rooms seem to be high considering the standard of rooms. Rates are as follows:

Charlestown:

Double room - $3.50 (each for 2 persons) No bath or furnace in house. Occupants expected to furnish own coal for stove. This room was listed with the Traveler's Aid Room Registration Office just recently opened. Miss Hawkins estimated that about 12 persons had been placed in the 2 or 3 weeks since office was opened and that 2 of the 12 were women.

Rates of rooms varied from $3.50 to $7.00 and some were listed without rates. The $7.00 rate, presumably for two people, but was not so designated.

Single rooms - Miss Hawkins rents a room for $4.00 per week with bathroom facilities. Very few single rooms rented in this area. Landladies want two in a room.

Apartment listed for $22.00 per month - 2 rooms partly furnished. No furnace and no bath.

Rates of rooms

Jeffersonville

Double room - $3.00 to $5.00, prevailing rate $3.50 per person.

Single room - 4.00 to 7.00, prevailing rate $5.00 per person.

Board and room - $10.00 per week - some for $9.00 per week.
(2 persons in a room)

New Albany - No report on rates.

Louisville - " " " "

The explanation of high rents, according to many of the persons interviewed is as follows:

(1) Construction wages were high, consequently rents were placed at a higher level as demand became greater.

(2) Home owners, particularly in Jeffersonville, had suffered great losses during the 1937 flood and this seemed a good opportunity to get back some of the money spent in renovating their houses.

VI. Meals

Existing facilities very meagre in Charlestown and not good in Jeffersonville. However, townspeople seemed to think restaurants were adequate, at least for the present.

VII. Arrangements for care of children whose mothers are employed

No arrangements have been made although the problem has been discussed. A meeting was held by Clark County Welfare Board, of whom Mrs. Hughes is head, with some of the local and State people to consider a Nursery School. Mr. James Zachary, Field Recreational Representative of Federal Security and also Miss Louise Gilbert, who is paid by the Children's Bureau, were present. Since no funds were available they wrote to Goodyear and asked them to help finance it but the Company did not think a nursery necessary at that time. The original plan was to establish a Central or Community Nursery near the Bag Loading Plant. However, that plan has been abandoned due to transportation difficulties and a separate nursery for each of the three towns considered advisable.

After the women go to work on all three shifts the problem will become much greater and some definite action should be taken. Mrs. Hughes also stated that a small Detention Home for girls 16 years and under, was badly needed. These girls come in, particularly from Kentucky, expecting to get work but cannot due to their age, and as a result get into difficulties that eventually bring them under the custody of the Welfare Board. The only place to keep them is the Jail.

It is really against the law to put them in Jail but that is the only building available.

VIII. Health facilities

Hospitals

New Albany - 100 bed hospital with 10 more beds to be added.

Jeffersonville - County Hospital with 35 beds to be increased to 80 beds.

Charlestown - No hospital except at plants.

Louisville - No definite report but other surrounding towns use Louisville facilities if an emergency arises.

No more additional hospital facilities appear to be needed.

SUMMARY - CHARLESTOWN DEFENSE AREA

Recreational Facilities

Many commercial and public recreational facilities are of course available in the city of Louisville. Because of this, and also because a good many workers from the Indiana defense plants live in Louisville, there is some feeling throughout the area that very few recreational facilities are needed in Jeffersonville, New Albany, Charlestown, and the other small towns nearby. However various persons interviewed believed that recreational facilities are necessary in the Indiana towns in the Louisville region since many workers, particularly those with the smaller incomes, do not have ready access to Louisville, and in any case bus fares, or bridge tolls and gasoline costs for private cars, have to be paid.

Existing Facilities and Recreational Agencies (outside of Louisville)

A W.P.A. recreational program is being carried on extensively throughout the immediate area adjacent to the defense plants in both Floyd and Clark Counties. This service is cooperating closely with the U.S.O., and in the operation of existing recreational centers in New Albany and Charlestown W.P.A. instructors are teaching classes in many types of arts and crafts; play schools are being conducted in New Albany and Charlestown, and dances are being sponsored. (See the bulletin recently issued concerning recreation available, a copy of which is attached. This bulletin is being distributed to the defense plants and in other places where it will be seen by many people). W.P.A. also has a County Library in Clark County which is serving Jeffersonville and Charlestown and some smaller communities through use of a bookmobile.

Summary - Charlestown, Ind.

Several workers from the U.S.O have been in the area since the early part of September but encountered difficulties in New Albany because of a violent public reaction against the opening of a center there. The community had understood that all U.S.O money was to be spent for service men and gained the impression that the center planned in New Albany was to function almost entirely for the entertainment of the wives of defense workers. It was felt that these women had more money to spend on recreation than many of the other people in town. However Jeffersonville requested the U.S.O. to come there sometime ago, prior to the New Albany trouble, and the defense council has now officially taken action in favor of the U.S.O. However, because of the necessity of moving slowly a center has not been opened as yet, although it is hoped that one can be very soon. The two U.S.O workers in Jeffersonville have assisted at many parties, and church and club meetings throughout the Jeffersonville-Charlestown area, and have made contacts with many of the new residents, as well as with those who have lived in the area a long time. The U.S.O definitely plans to make its recreational programs available to all the people of the community.

Existing recreational facilities in New Albany are centered in the Park Commission, while a board operating as part of the city government, in addition to the operation of several parks and playgrounds, has supervision over a city recreation center. While the W.P.A. is furnishing the staff, most of the equipment and the building belong to the city of New Albany. Since the center was once an old factory building, it is not very attractive in appearance but actually does have facilities for a good many types of recreation. Undoubtedly a good many people in New Albany feel that any

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A number of persons interviewed considered existing facilities in Jeffersonville very inadequate. The high school has a large gymnasium which is used for basketball games and school activities but has not been used generally for community activities. However one U.S.O. party was held there recently. There are some churches and private clubs, but these have been used primarily by their own groups. Jeffersonville has two movies and two bowling alleys, and there is one playground for children.

Charlestown also has a small movie and a bowling alley. Two church buildings are being used for recreational centers. One of these is a building built especially for recreational purposes but according to reports this center has been handicapped in the community because most of the people in Charlestown belong to other denominations. This building should be utilized as much as possible no doubt.

Additional Requirements.

Probably the most pressing recreational facility needed at this time, and the one generally recognized, is a suitable building in Jeffersonville for the use of the U.S.O. However the latest report available seemed to indicate that this would be accomplished relatively soon. However everyone seemed to agree that any recreational programs and facilities in the area must be planned for the use of the people as a whole.

Educational Facilities.

Federal Government is helping to provide funds for a grade school in Charlestown where the schools cannot accommodate all of the children in the regular school buildings at present and for an addition to the high school in Jeffersonville. According to report apparently an addition also to be made to the New Albany High School.

Health Facilities - No detailed information obtained concerning health facilities, however State Health Department has recently established a health center at Charlestown primarily to assist in giving instructions and care to women during prenatal period.

General Comments - Undoubtedly the facilities available in the city of Louisville are a very large factor in the total community picture. However our information was gathered primarily in the small towns and therefore information on Louisville is quite incomplete.

Plant Information

1. Name and address of plant - Indiana Ordnance

Charlestown, Indiana

a. Firm Operating - Dupont

2. Date operations started on defense production

Approximately April 1, 1941

3. Product manufactured

Smokeless powder

4. Labor Supply

Source of labor - area of recruiting

Present - No women are hired in production, only in a clerical and technical capacity. The majority of office women come from Louisville, Kentucky, others are recruited from the towns in the Falls City area. The technical women and men are hired regardless of location.

All male labor is local, i.e., within an area of 35 to 50 miles.

Plans for future labor supply

Very little additional labor will be needed inasmuch as plant is now operating on a 3 shift per day, 7 days per week, basis.

Transportation facilities and problems

At least 90% of employees come to work in private cars, according to Assistant Personnel Manager. Bus service to many nearby towns. During the construction period a train was put on between Louisville and Charlestown but that has been discontinued. No transportation problems foreseen inasmuch as plant is operating 3 shifts at present time and personnel will not be increased to any extent.

Dupont Powder Plant

Method of Recruiting and hiring

Recruiting is done in most cases by the Indiana State Employment Service. Applicants thus selected come to company office where they are hired after a thorough medical examination and investigation of character.

Mr. Lane, from the State Employment Office in New Albany, stated that Duponts had set up their own temporary employment office in Louisville before construction started, and that many were hired without consulting the State Employment Office. Assistant Personnel Manager at Dupont did not mention this office. Evidently it was for construction workers only.

Requirements for Women Office Workers

Must be 18 years of age but no limit on age over 18. Some inexperienced are hired but experienced office workers preferred. Married women are employed but if a single girl had equally good qualifications and experience she would probably be hired in preference to the married woman.

All employees must be citizens.

Negroes are not hired except as laborers.

Present turnover has been very low in plant and office, according to assistant Personnel Manager. Practically no turnover in office woman labor.

Numbers employed

Over 7,000 men are employed in plant operations. Women, in office only, number less than 200. About 8% of the total number of women are technicans, nurses, X-ray and clinic technicans, also a Serologist. Over half of the women are under 30 years of age.

Dupont Powder Plant

Anticipated maximum labor force - maximum force is now operating.

Scheduled Hours of work

Men in plant work 8 hours per day, 56 hours per week (7 days).

Office employees work 8 hours per day, 48 hours per week (6 days)

Shifts - around the clock for men in production.

Office - 8:30 A.M. to 5 P.M. with one-half hour for lunch, no specified rest periods.

Overtime

All employees work overtime - paid time and one-half over 40 hours for plant and office.

Personnel Policies

Medical - a physical examination is given office workers but it is not so rigid as the one for plant operatives.

Office workers are eligible for First Aid and emergency hospital service at company hospital on grounds.

Food Service - a cafeteria, in a separate building, has been constructed near the Administration office. This is not operated by company but is let out on contract.

Employee Organization

Office and Supervisory Personnel have an organization for social activities only. Periodic dances and parties are held. Receipts come from sale of coca cola and candy.

PLANT INFORMATION

1. Name and address of plant - Hoosier Ordnance Plant, Charlestown, Ind.

   a. Firm operating - Goodyear Engineering Corporation.

2. Date operations started on defense production - Sept. 2, 1941 - 1 or 2 lines operating.

3. Products (Bag Loading Plant)

   75 mm. and 105 mm. bags for complete powder charge are sewed and loaded here. Smokeless powder is used in all except the igniter charge which contains black powder.

   The smokeless powder is manufactured at the Indiana Ordnance (Dupont) adjacent to the Goodyear plant.

4. Source of Labor Supply

   (a) Present - All labor is recruited within a 50-mile area, the majority of workers coming from a radius of 30 to 40 miles.

   A survey, as of 12/1/41, indicates that a rather large proportion come from Louisville. However, Company hires as many rural people as possible because they consider them good steady workers.

   (b) Plans for Future Labor Supply

   Company officials seemed to feel that all necessary labor can be obtained within the 50-mile area. They did not believe that their 5-year residential requirement would need to be relaxed.

   Transportation facilities and problems

   Most workers come in private automobiles.

   Bus service to nearby towns available. B. & O. trains, which were run during construction period, could be put on again if necessary.

Method of recruiting and hiring

Company has worked in close cooperation with Indiana Employment Service. Very careful investigation is made of all applicants who are considered for hiring after they have passed a rigid physical examination. Ten letters of reference are required. However a person can begin work before all these letters are received.

Requirements - Age, sex, marital status, race, etc.

Five years' residence within the 50-mile radius is required. Minimum age - 18 years - no definite maximum but Louisville Employment Office Director thought the majority of workers would be under 40 years.

[illegible]

Married women are hired.

Sixty Negro women sewing machine operators employed at present time. No Negroes in explosives department but many Negro laborers are hired. Company has definite policy of hiring only inexperienced women - trained on the job.

Overweight is considered a hazard so that factor is taken into consideration. According to one report, 140 pounds was the maximum weight for women but no definite weight was given at Company office.

Present turnover

No definite information available. However, Personnel Manager said it had been necessary to "weed" out a good many women, particularly at the beginning of operations. Company hired more than was needed in order to select a nucleus that would have high standards. According to hostess in the Change House, some of the women left because they did not like changing their clothes twice per day.

Numbers Employed

Company requested that numbers employed be kept confidential. However 60 percent of the total number employed on production the first week of December were women.

The female office workers comprised approximately 30 percent of the total salaried employees.

Age groups - No definite information available but Personnel Manager thought over half of the women would be in 20 to 30-year group.

Anticipated maximum labor force

Plant was working only one shift at time of visit but expected to double or triple force as soon as possible.

Future rate of expansion

Unknown at that date, December 8th, when we visited plant. At that time Indiana had a law prohibiting women working at night so Company could give no definite answer. However, they were planning to go on a 3-shift, 7-days-per-week basis, except in bag sewing department, where 2 shifts could supply enough bags for 3 shifts in the loading department.

Hours of Work

7½ hours per day for men and women in factory 6 days per week, 45 hours per week.

Hours of Work (cont.)

Office scheduled hours were 40 per week.

7½ hours for 5 days and 3 3/4 hours on Saturday.

Shifts (All employees on 1 shift except guards who are on 3 shifts)

8 a.m. to 4 p.m. with ½ hour for lunch.

No special rest periods.

Office workers 8:30 to 4:30 with 3/4 hour for lunch.

Overtime

All factory workers on a 45-hour week therefore receive time and one-half for all time over 40 hours.

Training

a. Pre-employment training - defense training courses given for plant - None given particularly for plant. However, Mrs. Richardson of N. Y. A. Industrial Sewing Project at Jeffersonville, said about 35 girls, who were formerly in the training center, are now employed at the bag plant.

b. Supplementary training during employment - No special training of this type.

c. Training within plant

Company hired inexperienced workers and has carried on a very extensive training program of its own, both for sewing machine operators and explosive operators. A model loading line was built for training purposes which was operated exactly like a powder loading line except that corn was used instead of powder. Girls were trained on this line for about 10 days and taught to observe all safety precautions. Toward end of the training

Training within plant (cont.)

period, girls were taken for short periods into regular explosive line to observe experienced operators. Because of this careful training Company officials feel that the workers have no fear when they actually begin loading powder but at the same time they are careful. Instructors were sent to Picatinny for necessary training.

Personnel Policies

Medical - Hospital still under construction but will open in a few weeks.

First Aid Center is now in a warehouse.

Company employs one full-time medical examiner and 3 part-time examiners, also 2 male nurses and 4 female nurses. 1 full-time doctor at First Aid Station.

Food Service - Company has erected a very large well lighted cafeteria in the bag sewing factory, and also a cafeteria and dining room in the Administration building. There are 14 canteens in the explosive area where hot coffee, soup, sandwiches and cold drinks are available. Canteens serve as shelter houses for loading lines - one canteen to each line. Both Personnel Manager and Foreman seemed to feel that it would be better for employees if a hot meal were available in the canteen. Local people are accustomed to eating their dinner at noon and so do not feel satisfied with sandwiches, etc. Thus far, the hot meal was not possible but Personnel Manager hoped something would be done about serving hot food.

Uniforms for Women Workers

All women in the Explosive Area are required to wear uniforms, consisting of one piece cotton dresses with slit pockets, rubber buttons, caps and powder shoes.

All employees must go through a rigid inspection in the Change House before entering explosive area. Company furnishes and launders all uniforms and provides shoes. Uniforms are changed every day in the black powder area; for, smokeless powder workers three times per week.

Uniforms are being provided for women in bag sewing or inert area. Wool jackets are provided for employees in Explosive Area as they have some distance to canteen. Walks to shelter houses are covered but not entirely enclosed.

Employee Organization

No union organization. Company does have a Recreation Association which gives dances, has a basketball team, etc. Membership is voluntary.

Name of Person in Charge of Personnel Relations for Women

Mr. Charles Blythe, Personnel Manager. No woman in charge of personnel relations. Company does have a change house hostess and inspectors who inspect all women entering the explosive area.

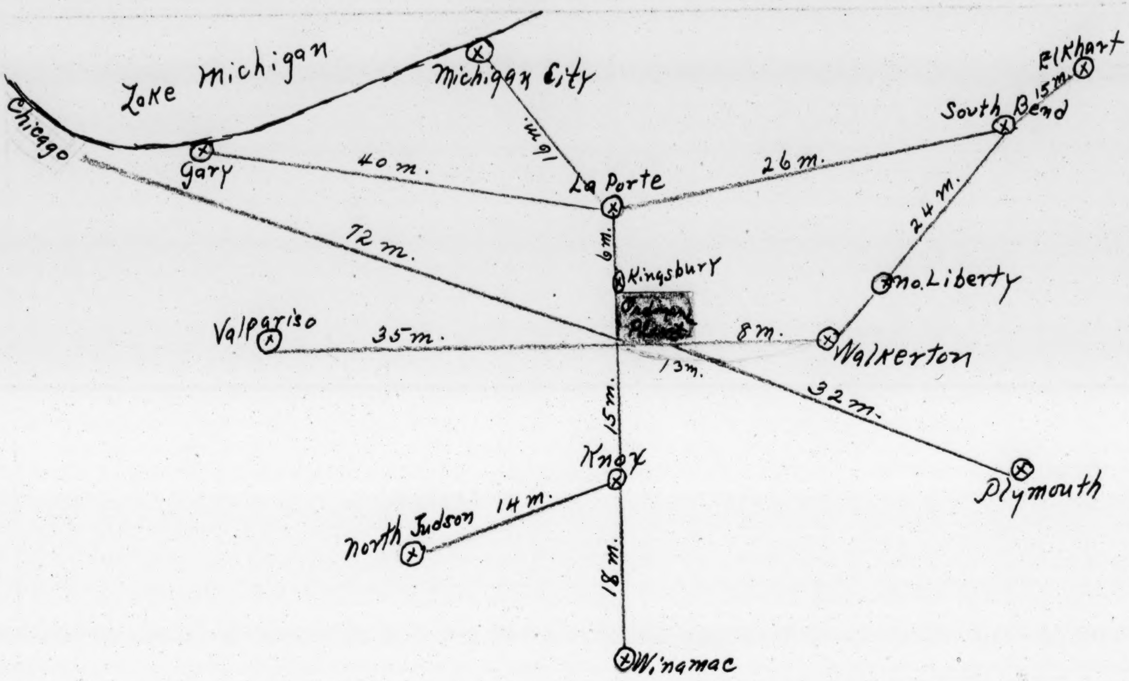
Min. to file
12/22/41 [illegible]

DEFENSE AREA SUMMARY

I. Areas affected by defense plants

a. Defense plant visited: **Location**

Defense plant visited	Location
Kingsbury Ordnance (shell loading), Fuze assembly & loading	Kingsbury, Indiana



Lake Michigan
Chicago
Michigan City
Gary
40 m.
16 m.
La Porte
26 m.
South Bend
15 m.
Elkhart
24 m.
72 m.
6 m.
Kingsbury
Ordnance Plant
No. Liberty
Valparaiso
35 m.
8 m.
Walkerton
13 m.
32 m.
15 m.
Knox
Plymouth
North Judson
14 m.
18 m.
Winamac

b.

Towns within area	1940 Population	Economic~~s~~ Structure
Gary	111,719	Industrial center - steel mills
South Bend	101,268	Industrial center - autos, airplane parts
Michigan City	26,476	Resort town - Lakeport and some industries
LaPorte	16,180	Industrial center - 1 large Chalmers plant 3 garment factories 14 or 15 small mfg. firms
Valparaiso	8,736	College town - a few industries
Plymouth	5,713	Not reporting
Knox	2,165	Rural - no industries
Winamac	1,835	Not reporting
Walkerton	1,178	Rural - no industries
Kingsbury	Approx. 300	" " "

c. Characteristics of surrounding rural area -

A region of large fertile farms; corn being the principal crop. Many hogs, sheep and dairy cattle are raised.

d. Comments concerning outlying area beyond commuting distance.

Many industrial centers in outlying areas have automobile manufacturing plants as well as other nondefense plants. Some of this labor, now being laid off due to the drastic cut in production, may be diverted to Kingsbury plant.

II. Agencies coordinating facilities needed.

a. Civilian Defense Council for LaPorte County

Director - Mr. E. R. Westphal

b. Chamber of Commerce in LaPorte (Room Registration)

Secretary - Mr. Frank H. Miller

c. Todd & Brown (Company operating plant) - Room Registration

Vice President - Mr. Martin Ray

Director of Public Relations - Mr. Neal Ormond

d. Community Activities Committee in Walkerton

Chairman - Mr. Sellers

e. Farm Security Administration - Walkerton and Knox

Area Housing Director - Mr. J. F. Perkins

(Mr. Perkins is interested in recreational facilities for girls in dormitories at Walkerton.

III. Adequacy of Community Sanitary facilities for an increased population.

According to Mr. Ormond, the sanitary facilities in area were not really adequate to meet the needs of much additional housing, but town officials insisted they were adequate. A new sewage disposal plant was constructed by P.W.A. several years ago in LaPorte.

Walkerton requested additional facilities for sewage and water supply but Federal authorities granted only $7,000 for a new water main. This amount was turned down by town council. Mr. Sullivan, Director of Defense Housing (F.W.A.) in Walkerton stated that sanitary facilities were adequate for dormitories and housing projects.

IV. Transportation facilities ~~is~~ on the whole, very poor, but arrangements are being made by Company to provide better bus transportation from all surrounding towns to the Ordnance Plant.

LaPorte - 5-cent bus service within the city.

Buses to plant morning and afternoon - 25 cents one way, 45 cents round trip.

Walkerton and Knox at present have practically no bus service to plant but new arrangements now being made will give transportation at approximately 1 cent per mile.

Michigan City - transportation by bus or private car is via LaPorte - no connecting road.

V. Housing.

Rooms in private homes (Rooms Registration Office at plant keeps an up-to-date file and room inspection is made. Chamber of Commerce service in LaPorte is not up-to-date and no inspection is made. The following report is from Company's files except apartments listed at Chamber of Commerce office.

Housing (cont.)

Rooms available 12/22/41

LaPorte - 50

Michigan City - 4

Knox - 2

Walkerton - 1

North Liberty - 5

Valparaiso - 3

Brem (40 miles) - 3

Total 68 rooms, 13 with board

5 apartments in LaPorte

Rates of Rooms (Chamber of Commerce & Company office)

Single rooms - $4.00 to $7.00 - Average $5.00 to $6.00

Double " $3.00 to $10.00- Average $4.00 to $5.00.

Mr. Ormond definitely felt that dormitory rooms will be cheaper than most available rooms in private homes. He estimated that about 500 people had been placed in rooms, principally men - some married couples, vary few women. Chamber of Commerce file showed only 5 homes that were open to women. All others wanted men.

Rates for apartments (furnished) LaPorte

~~Not reporting~~ No reports on rates for two apartments listed. The three listed were:

(1) $18.50 per week - 3 rooms (upstairs) including gas, heat and light.

(2) $25.00 per week - 4 rooms (downstairs) including heat.

(3) $22.00 per week - 2 rooms ~~Not reporting~~ No reports on heat, gas & light.

Private homes erected:

LaPorte - approximately 100 houses in 1941

Walkerton - 2 or 3 houses.

Knox - 2 or 3 houses.

Housing (cont.)

Rooms available 12/22/41

LaPorte - 50
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Private homes erected:

LaPorte - approximately 100 houses in 1941
Walkerton - 2 or 3 houses.
Knox - 2 or 3 houses.

Housing (cont.)

Government Family Units (none completed - occupancy about Jan. 2)

LaPorte - 400 (200 considered permanent)

Walkerton - 200 (prefabricated demountables)

Knox - 200 (prefabricated demountables)

Michigan City - None

Rents:

$27.50 per month for 1-bedroom houses - 20 percent of houses.

30.00 per month for 2-bedroom houses - 60 percent of houses.

32.50 per month for 3-bedroom houses - 20 percent of houses.

35.00 per month for detached house.

The rates quoted above do not include utilities.

According to Mr. Sullivan, utilities would cost from $7.00 to $9.00 per month additional. Oil burners are provided for heating.

Dormitories (Farm Security)

4 units housing 250 women - Walkerton, Ind.

4 units housing 250 men - Knox

Rates of rooms

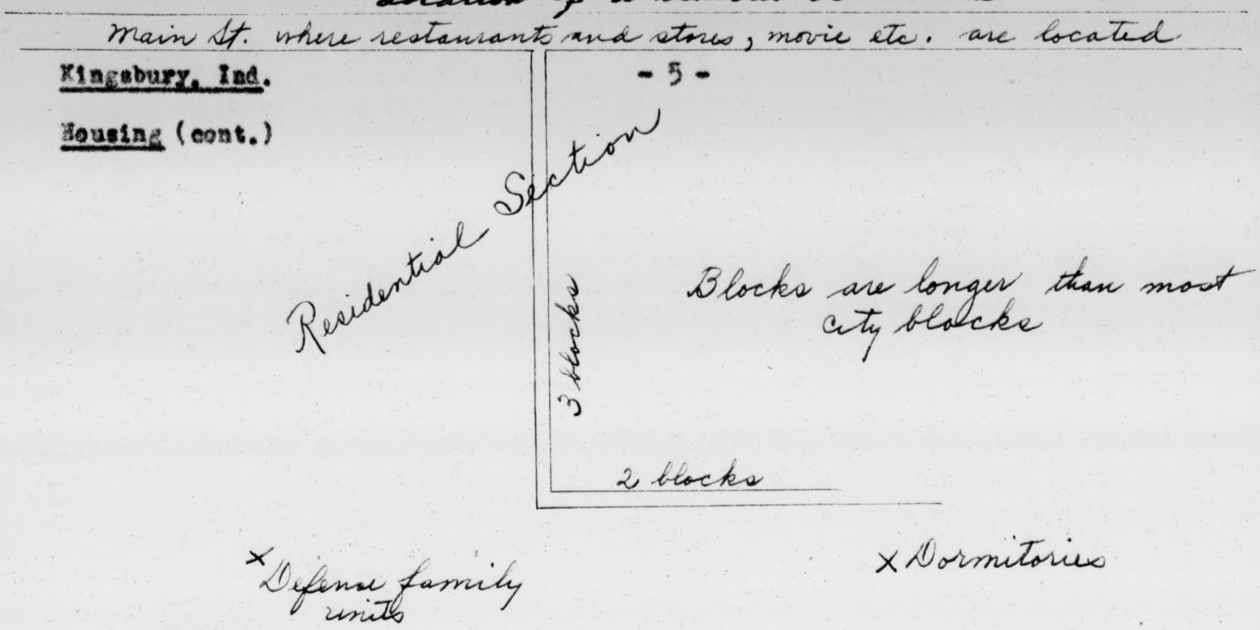
$3.50 - single

$5.00 - double

Date of completion - Jan. 15, 1942

Location of Women's Dormitory in Walkerton (See map on page 5)

Location of Walkerton dormitories


Main St. where restaurants and stores, movie etc. are located
Residential Section
3 blocks
Blocks are longer than most city blocks
2 blocks
× Defense family units
× Dormitories

Comments.

Dormitories are of regulation size in regard to room dimensions, bathing facilities, etc. However, the general appearance from the outside is much better and location is more desirable than at Aberdeen. Buildings have green roofs which relieves the severeness of all white. Grounds are to be landscaped later.

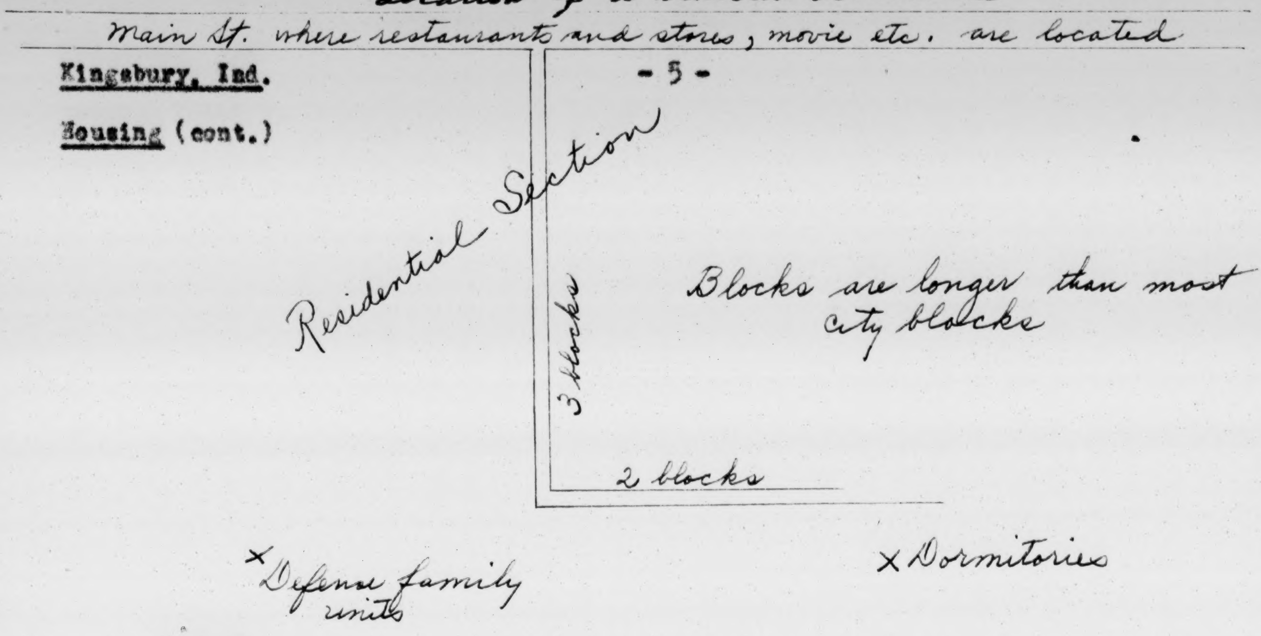
Mr. Perkins said curtains had been ordered for the women's dormitory.

Person in Charge when occupied will be a young woman between 35 - 40 years. She is a college graduate with institutional experience and a very fine person, according to Mr. Perkins. Her name was not given us but she has been hired.

Eating facilities - None. Restaurants are 5 blocks from dormitory. However, the manager is hoping to get some one to open a restaurant near the dormitory after girls are located. No one was willing to open a lunch room until after building was occupied. Mr. Perkins agrees with the Bureau that some cooking facilities should have been provided. He thinks a hot plate could be installed without too much difficulty.

Housing (cont.)

Location of Walkerton Dormitories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Housing (cont.)

Provisions for care and food during minor illnesses - None

Extent of Self Government - Unable to determine as yet. Manager said girls could not be "regulated" to any great extent and thought they should have self-government with *some* supervision.

Recreational facilities - None, except the small lobby. The lack of these facilities has caused Mr. Ray, Vice President of Company, much concern and he thinks something must be done soon to remedy this situation. This problem is also recognized by Mr. Perkins. He said a letter had been received 12/20/41 from Mr. Hourbaugh, Farm Security man in Washington office, stating that a recreational building could be erected, using W. P. A. labor and lumber on hand. This building would be built adjacent to the dormitories and would be used for parties, games and general recreation. There would be no cooking facilities, merely a large hall or room for group activities.

Mr. Sullivan, manager of the Housing Project, told of tentative plans for a recreation center on their site but this would be principally for family groups, if built, and according to Mr. Perkins, would not solve the problem at the dormitories. He thought the men's dormitories should have been built in the same town in order that a joint recreation plan might have been effected. There are no single men in Walkerton and no single women in Knox - per Mr. Perkins.

Trailer Camps inspected by State Board of Health:

LaPorte County - 22 camps with approximately 500 trailers.

Porter County - 30 camps - No report~~ing~~ on number of trailers.

Starke County - 5 camps - " " " " "

Housing - Trailers (cont.)

Practically all trailers are inhabited by families. A government survey showed an average of 3 persons but Dr. Anderson, Head of Board of Health, said many families had more than 3 children. He did not think many of the women living in trailers were working at the plant.

The two largest camps have about 100 trailers each. Quite a number of the camps have laundry facilities, showers and flush toilets. Trailer camps are inspected at intervals, as need arises.

Ground Rent for trailers

$2.50 to $4.00 or $5.00 per week depending on facilities available. Some camps have trailers for rent.

Government Trailers

249 trailers, owned by Government to be set up in Knox.

Rate of Rent - $6.00 per week; including electric lights and laundry facilities with electric washing machines, also toilet and bathing facilities.

Fuel is not included in rental.

Additional Housing Needed - difficult to determine as yet.

Mr. Mitchel, manager of State Employment Office, stated that the housing shortage was the biggest problem. Company officials had the same opinion. However, Government Project Manager thought the shortage would be much less acute after houses were occupied. Future needs might then be determined.

Housing (cont.)

Additional Housing Needed (cont.)

Company is planning to allocate rooms in Government projects carefully, according to size of family. Single people will be referred to the dormitories. Company will pursue policy of placing those living too far to commute easily, first on available housing list. Some people are now commuting from Chicago (72 miles one way). These will be given first choice. However, it is hoped that workers living in South Bend, Michigan City, etc., will continue to commute.

Over Night Housing needed for workers who come in early in the morning and are hired later in the day. Mr. Ormond said this was one of the big problems of the Company and would become increasingly worse. Workers must have place to stay for at least one night until they can locate a permanent place. The Travelers' Aid could perhaps give valuable assistance with this work.

VI. Meals.

Existing facilities may not be adequate for a large increase in population but the Chamber of Commerce and Housing officials seemed to feel that additional restaurants would be provided when the need arose. Prices of meals have advanced, according to local people. Dinners 65 cents to $1.00 in LaPorte restaurants.

VII. Arrangements for Care of Children whose mothers are employed.

This problem has been discussed but no definite steps taken. Mr. Knoll, County Superintendent of Schools, did not believe the schools could furnish that service. One of the County nurses stated that thus far they had not encountered children left alone but that a nursery would be needed and that probably it should come under the County Public Welfare Department.

Both Mr. Ray and Mr. Perkins spoke of this need but had no concrete plans or suggestions.

VIII. Health Facilities

Existing Hospital facilities

Michigan City - 2 hospitals (60 beds & 105 beds)

LaPorte - 2 hospitals (30 beds and 100 beds)

A community drive, beginning Jan. 12, 1942, to raise $60,000 for addition to Fairview Hospital.

Federal Government to give $155,000 for hospital.

Knox and Walkerton have no hospital facilities

Valparaiso -"Fairly good-sized" County hospital

South Bend - Several hospitals.

IX. Recreational facilities

LaPorte - (1) Civic Auditorium, seating 3,600, is a very fine building - a gift from one of the town's benefactors, built in 1929.

(1) Civic Auditorium has a very large gym where basket ball games and tennis matches are played. Band ~~concrete~~ concerts and dances are held here. Bowling Alleys are in basement.

IX. Recreational facilities (cont.)

LaPorte - (2) Parish Hall of Lutheran Church - fairly large; used for banquets, lectures & parties. 4 bowling alleys in basement.

(3) St. John's Church basement has several bowling alleys.

(4) 1 new commercial bowling alley, 1 or 2 old ones.

(5) Public Library.

(6) Municipal 18-hol~~d~~e Golf Course.

(7) Outdoor tennis courts and playgrounds.
Band concert out of doors in summer.

(8) 4 movie theaters

Walkerton -

1 movie

Knox - 2 movies, no bowling alleys

Kingsbury - Nothing except school gym which is not available much of the time.

Additional requirements needed

Although LaPorte has a great many facilities for recreation it does not have enough to meet the needs of the increased population. This is particularly true in regard to bowling which is by far the most popular sport. Unless you belong to a team it is almost impossible to find an available alley, according to Superintendent of Schools, and other people interviewed. However, the Civic Auditorium Bowling Alley is open Sunday afternoons to non-league players but it is always filled. Every night is taken by leagues.

IX. Recreation - (cont.)

Mr. Ormond from Plant Office, said the Civic Auditorium was of very little help to their employees because it was in use all the time. Since bowling is so very popular, Mr. Ormond has tried to reserve alleys certain nights for their workers. He finally succeeded in getting facilities for 56 bowling teams in LaPorte, largely because of a new establishment being opened. Thus far, he hasn't been able to obtain any for the women.

Both Mr. Lahey, Director of Public Welfare, and Mr. Ormond felt that some trained personnel was needed, probably a paid recreation director for the city. The Civic Auditorium has a Building Manager but it lacks adequate supervision. Up until the present time LaPorte has not wanted the U.S.O. but if many additional workers should come to live in LaPorte probably the community would reconsider, according to Mr. Lahey.

Kingsbury - County now using the school gym several nights per week for basket ball, hand ball and volley ball. This gym is the only available facility for recreation and it is very inadequate. Government has made a grant for a new school building for Kingsbury but no auditorium or gym has been included.

Knox and Walkerton - Very few facilities of any kind. School gym can be used when school activities are not being held there.

The Consensus of opinion was that the greatest need for recreational facilities was at Walkerton and Knox since the dormitories were located there and neither town had adequate facilities. In each town there are some church facilities available, but, according to Mr. Ormond, the problem is to convince most of the congregation that their facilities should be made available to these defense workers.

IX. Recreation (cont.)

A meeting, composed of local people, Company officials, and Government representatives, was held last week in regard to establishing a U.S.O. Center at Walkerton and LaPorte. Mr. Zachary, Federal Security Representative for Indiana, and Mrs. Jeanette Stiritz, N.C.C.A. Representative, were present. Also Mr. Perkins from Farm Security and Mr. Sullivan, Housing Project Manager.

After some discussion on oppositions raised, an invitation was finally ~~an invitation was finally~~ extended the U.S.O. to come into the community. We talked to two local members of the Committee appointed in Walkerton and they seemed favorable but did not know if any definite steps had been taken.

We were requested by Mr. Ray, Vice President of Company, to contact the Federal Agencies represented and determine what was being done. He would like to have a letter as soon as possible.

The following persons should be able to give some information -

(1) Mr. Bourbaugh, Farm Security in Washington, regarding the proposed Recreational building at dormitories in Walkerton.

(2) Mrs. Jeanette Stiritz - N.C.C.A. (U.S.O.).
Mrs. Stiritz might be Y.W.C.A. - no one seemed certain.

(3) Mr. James Zachary, or some Federal Security Representative in Washington, in regard to the U.S.O.

Kingsbury, Ind.

Persons interviewed in regard to community:

Mr. Michael J. Lahey, Director of Public Welfare

Dr. W. C. Anderson, Director of Board of Health

Mr. Scott Knoll, County Superintendent of Schools

Miss Mary Jane Hannon, County Nurse

Chamber of Commerce office girl

Mr. Mitchel, State Employment Office

Rev. Stanley Johnson, Baptist Minister
Member of
Mrs. Wolfram -/Walkerton Community Council

Mr. Harold Cheney, Walkerton Chairman of Town Council

Mr. Sullivan, Housing Director at Walkerton

Mr. Perkins, Farm Security Area Director of Dormitories

Mr. Ormond & Mr. Ray, Public Relations Rep. at Company Office

PLANT INFORMATION

1. Name and address of plant - Kingsbury Ordnance, Kingsbury, Ind.

   a. Firm operating - Todd and Brown

2. Date operations started on defense production

   About August 1, 1941. However, few production workers were employed until later in fall. Women were not employed until latter part of November. The completion date for plant is March 31, 1942.

3. Products

   Shell loading

   Fuze assembly and loading

4. Labor Supply - area of recruiting

   Present - Being recruited from within a commuting area, generally, but comparatively few have been hired as yet. Workers come from LaPorte, Michigan City, South Bend, Gary and surrounding area.

   Plans for future labor supply (women)

   Company hopes to get sufficient numbers from the State of Indiana but it will not be possible to recruit enough workers within commuting distance.

   Transportation facilities - Not very good at present, but Company is working on a new transportation system with a Bus Company whereby service will be better and rates reduced. Present round trip fare from LaPorte to plant is 45 cents. One way is 25 cents.

   Bus service from Walkerton and Knox also planned at approximately 1 cent per mile cost.

Methods of recruiting and hiring

Many hundreds applying at Company employment office each day. State Employment Service sends some workers to Company office. Detailed applications filled out and physical examinations given at hospital adjacent to employment office. Finger prints are taken and checked, and a strict investigation of employee's background is made. All references are checked also.

Requirements - Age, sex, marital status, race, experience, etc.

Personnel Manager said Company has no specific requirements "so long as person can do job for which he is hired." Employees must pass physical examination and a physical recheck is planned at stated intervals. Overweight is considered a hazard and such people are not hired if they are considerably overweight.

Personnel Manager stated that the first 10 percent of employees were recruited very carefully. From past experience Company believes these will bring up standards of the other 90 percent.

Company is planning to use Negroes, probably on one entire loading line. There is quite a large Negro population in Gary and plans are being formulated to run a train or bus from Gary so that they can commute.

No one hired under 18 years but no limit on age - depends principally on health of individual. Marital status does not affect hiring of women.

Present turnover

No definite information. Since not many productive workers have been employed for any great length of time, it is too early to tell what turnover will be.

Numbers employed

There were less than 3,000 men and women employed in plant in the early part of December. About one-third of the total number were office workers with approximately 45 percent women. The percentage of women employees in the factory was much lower - about 25 percent were women in production. However, the percentage of women in plant operations was increasing daily as assembly and loading lines were completed.

There were over 5,000 construction workers still employed.

Anticipated maxim labor force

Total 20,000 probably sometime in late spring of 1942.

Office force expected to increase 25 to 30 percent.

Future rate of expansion

During week of visit to plant about 1,000 persons hired, including perhaps 400 women. On December 19 Personnel Manager said 100 women had been hired. Employees, both men and women are being hired as fast as they can be recruited and examined.

Hours of work

Men and women in factory work 8 hours per day.

Office employees work 7 1/6 hours for 5 days with 4 1/6 hours Saturday.

Thus far, there has been only 1 shift per day.

Hours of work (cont.)

Factory (7:30 to 4:30 with 1 hour lunch)

Office (8:50 to 5 p.m. with 1 hour lunch 5 days
(8:50 to 1 p.m. Saturday

Since plant is still in process of construction it has been operating on a 5-day schedule, 1 shift per day. However, Company expects to go on a 3-shift, 7-day week within 1 month or less time if possible.

Lunch periods

Until recently 1 hour for all employees. Factory now has one-half hour but office force still has 1 hour for lunch.

Rest periods - None

Overtime - No overtime up to 2 weeks ago. Company policy was not to work overtime until plant was completed but after war was declared an effort was made to speed up production so some overtime was put in, principally in the employment office.

Training

Preemployment training - None

Supplementary training during employment - chiefly office workers who take Industrial Relations courses at Notre Dame or Purdue University. Some girls taking stenography.

Purdue University plans to establish some kind of Research Department at Kingsbury. Vice President of plant said they were interested in using the plant as an experimental field along sociological and psychological lines.

Training within plant - All factory employees are trained on the job. Last August 225 employees, 20 of which were women, were sent to Picatinny Arsenal for 2 weeks' intensive training. Before

Training (cont.)

leaving they were given 1 week's training in the plant and 3 weeks' additional training after returning on Advanced Theory of Ammunition, Safety, First Aid and Foremanship. These trained people, now foremen and foreladies, will train the new employees.

Upgrading

Vice President, Mr. Ray, said they were trying to carry out this theory with women as well as men.

Personnel policies

a. Medical - examinations, first aid, hospital, etc.

Company has a well staffed medical department with hospital on grounds and a registered nurse at each First Aid Station. Every line has a First Aid Station.

There are 6 full-time doctors and 25 nurses. Medical examinations are given to all applicants - heart, lungs, eyes, blood pressure, etc. Kahn test given to all employees (used instead of Wasserman test).

Uniforms for women workers

Women, as yet, have not worn a uniform, except powder shoes, which are provided by Company for all employees. Men working with tetryl wear a uniform - one-piece garment made of unbleached muslin. Women are to have similar garments except those working on fuze and detonator lines where they may not wear a uniform.

Employee organization - No organization within plant but Teamsters' Union and Railroad Brotherhood are represented. Personnel Manager had appointments with several union groups on day we visited him.

Name of person in charge of Personnel Relations for women

Mr. C. A. Hodgins, Personnel Manager. No woman has been hired in that capacity as yet but Mr. Ray said the Company was giving some thought to the matter.

Community

December 15, 1941

Maj. E. J. Thomas, Commanding Officer
Kingsbury Ordnance Plant
La Porte, Indiana

My dear Major Thomas:

At the request of the several U.S.O. organizations, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection,aa limited number of facts concerning women's use in your bag loading plant will be essential. Two representatives of our staff will call upon you this week. These are Martha Ziegler and Elsie Wolfe. May we have the cooperation of yourself and your personnel manager in this connection?

Very truly yours,

Mary Anderson, Director

MA:IS

Copy to Miss Ziegler

December 15, 1941

The Plant Manager
Kingsbury Ordnance Plant
La Porte, Indiana

Dear Sir:

At the request of the several U.S.O. organizations, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection a limited number of facts concerning women's use in your bag loading plant will be essential. Two representatives of our staff will call upon you this week. These are Martha Ziegler and Elsie Wolfe. May we have the cooperation of yourself and your personnel manager in this connection?

Very truly yours,

Mary Anderson, Director

MA:IS

Copy to Miss Ziegler
[illegible]
Warren Hotel
Indianapolis, Ind

December 5, 1941

Plant Manager
Hoosier Ordnance Plant
Charlestown, Indiana

Dear Sir:

At the request of the several U.S.O. organizations, this Bureau is making a survey of community needs of women workers and their fulfillment in new defense areas.

In this connection, a limited number of facts concerning women's use in your Bag Loading Plant will be essential. Two representatives of our Staff will call upon you early the week of December 8. These are Martha Ziegler and Elsie Wolfe. May we have the cooperation of yourself and your Personnel Manager in this connection?

Very truly yours,

Mary Anderson,
Director

BTR:RI

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DEC 5 PM 1 26

Form 16

W.AGA89 32 GOVT COLLECT=HO CINCINNATI OHIO 5 1148A

MISS BERTHA NIENBURG=
WOMENS BUREAU U S DEPT OF LABOR WASHINGTON DC=

CINCINNATI ORDNANCE UNABLE TO GRANT PERMISSION TO VISIT PLANTS. COMMANDING OFFICER AT PLANT MAY HAVE AUTHORITY BUT CINCINNATI SUGGESTED LETTER BE SENT FROM WASHINGTON WAR DEPT TO PLANT TO AVOID DELAY=

ELSIE WOLFE.

June 8, 1942

Mr. Fred M. Wilcox
Federal Office Building
Minneapolis, Minn.

My dear Mr. Wilcox:

I am enclosing a copy of the report on the second visit of one of the Women's Bureau field agents to Burlington, Iowa.

Sincerely yours,

Mary Anderson, Director.

Enclosure
MA:MC:
MMO

Copy for file

May 15, 1942

Miss Margaret Clark
Dept. of Welfare & Recreation
Iowa Ordnance Plant
Burlington, Iowa

My dear Miss Clark:

I hope the inclosed bulletins will be of some help to you and the Committee on Child Care.

Money for Child Care facilities is at present available under the Community Facilities Section of the Lanham Act as you will see in the pamphlet dated Jan. 24th. However, if a community can finance their own center, as you are doing in Burlington, I believe it is better for all concerned. I shall be interested in the result of your venture.

Miss Rowe has been out of Washington for several weeks but I hope she will return before I leave town again. The date of my departure is still uncertain.

Life in Washington these days is pretty much of a turmoil but that is to be expected, I suppose in war time.

I am going to write you a personal letter soon but in the meantime please tell your family how much I enjoyed their hospitality.

Sincerely yours,

Elsie Wolfe, Field Investigator

EW:am
encls

April 27, 1942
~~Confidential~~

REPORT ON RETURN TO BURLINGTON, IOWA

Community Facilities

I. Housing:

The housing situation has been somewhat relieved since the completion of one Defense Housing project and the opening of another Government Trailer Camp. There are 575 houses ready for occupancy. 398 families with a total of 1,263 persons were living there April 27th. There is a waiting list so the remaining houses will be filled as soon as lists are checked. The trailer camp houses 177 families and has approximately 600 persons. About one half of the trailers are the expansible type with two bedrooms. Families renting this kind of trailer must have three children. The demand for trailers is much greater than the supply, principally because the rental is much cheaper than the Defense houses and trailers are furnished which is an important item.

Additional housing under construction:

400 demountable houses - F.W.A.
300 houses under private construction.

Both of these projects are in Burlington near the first Defense Housing project.

Possible construction not yet approved:

400 houses to be located either in the little town of Danville, 5 miles from plant, or New London which is about 10 or 12 miles. Both of these towns are very small.
200 to 500 dormitories may be built somewhere near the plant, according to Mr. Johnstone, Plant Manager. He did not know if they would be allocated to men or women. There are no definite plans for these dormitories, and as yet no great need.

Rooms in private homes:

Some available but not many of them are willing to take women. There are quite a number of roomers and boarders in the Defense Houses, according to office girl at the Housing Project.

Rents are still much too high. An unfurnished four room house, which was very poorly constructed and unattractive, was renting for $50.00 per month. Room rents are about the same as before. Burlington is one of the areas to be investigated by the Federal Price Administrator.

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750122
By NARS, Date 2-3-75

II. Recreation:

Additional facilities added in Burlington:

(1) U.S.O. Center, an old mansion in the process of redecoration on my first visit in February, is now open. It is a very attractive place and seems to be used for small group activities, rather than mass recreation. The community has reacted favorably. The personnel is the same as before - two N.C.C.S. workers, one Y.M.C.A., and one Y.W.C.A. worker.

(2) The Perkins Park Community Center and Playground: Operated by W.P.A. personnel, building and equipment furnished by the City. Opened April 20, 1942. Hours - 9 a.m. to 10 p.m. except Sunday. Location - Two blocks from one of the large trailer camps in a small city park which was once the private estate of the President of the Burlington Railroad. Some time ago this property was deeded to the city to be used as a park. There are 40 acres in park. The house has been converted into a community recreation center which appears to be very popular with both children and adults. The building is equipped with the following:

Billiard Room - 2 large pool tables with complete accessories. This room is very popular.
Game and Lounge Room - 4 ping-pong tables, card tables, puzzles, shufflette
Rumpus Room - punching bags, tumbling mats, etc.
Craft Shop - Power tools and materials for making and painting the articles made
The Rumpus room and Craft room are in the basement.
Kitchen - equipped with 3 stoves, dishes, etc.
Ballroom - Waxed floor with piano, radio, and phonograph.

The Playground and Park contains:

2 tennis courts
Badminton court
Croquet and Volley Ball
Swings and slides
Cooking facilities for outdoor suppers

Special activities for Trailer Camp families have been planned. On Wednesday night they are having a Pot Luck dinner for members of Garfield Camp. A square dance will follow the dinner. The children will be taken care of at the Center while parents are dancing.

Comments on the U.S.O. and W.P.A. Community Centers:

Since the U.S.O. and W.P.A. centers are not in the same section of Burlington, and inasmuch as they have different equipment and activities, there seems to be no conflict

II. Recreation (cont.)

between them. Furthermore, the centers appeal to different types of people. The U.S.O. is beatifully decorated with draperies, rugs, lamps, lace table cloth, flowers, etc. In fact it looks like any nicely furnished home - beautiful to look at but not a place to play anything but "parlor games". There is a ping-pong table in one of the upstairs rooms. The lawn is just average size but Mrs. Eaton, U.S.O. director, hopes to have some activities outside this summer.

The W.P.A. Center is big and rambling with plenty of equipment but not much in the way of decoration. This center is so popular with the adolescent boys and girls, particularly boys, that it has been necessary to limit the hours for the use of children. The mothers in the trailer camps seem very happy over the fact that they can bring their children since they have no place to leave them at the camp. Then, too, the park with the trees and grass really appeals to these people living in such cramped quarters, and the fact that it is only two blocks from the one large trailer camp insures its use even if gasoline is not available. During the day the trailers must be unbearably hot in summer and this center will provide relief from the heat as well as offer constructive recreation for the children and adults.

Miss Armstrong from the Washington office of W.P.A. came out to Burlington to help Mr. Wade, Director, to train the personnel and get the project started. The difficulty now is to secure adequate and qualified W.P.A. workers but since the recreational projects in other parts of the state have been closed, some of these people are available.

Recreational program at the Ordnance Plant:

According to Mr. Thomason, Director of Recreation, most of their activities have been conducted in Burlington, rather than on the area, since the great majority of employees live there, and facilities for bowling, basketball, etc., are in Burlington. However, the following activities are regularly scheduled at the Recreation Hall on the Area:

Saturday night dances
Sunday evening services
Movies - Monday and Tuesday nights, 4:30 to 12 p.m.
  Price of admission - 25¢ adults, 10¢ children.
  The movies opened April 27th, so the success of this
  activity is yet to be determined.

The Recreation and Welfare Department sponsors a large dance in the Municipal Auditorium in Burlington once per month. The

II. Recreation (cont.)

average attendance is about 1,000. An outdoor dance pavilion may be built for the summer dances. This is just a tentative plan and may not develop. All money spent for recreational purposes comes from concessions, i.e., the Recreational Fund is supplied from the revenue made on the sale of coca cola, peanuts, candy, etc.

Neither the Ordnance Department nor the Operating Company provide any funds so they must take care of their own finances.

Basketball and bowling were very popular with the men. The women's bowling team started out rather successfully but the members of the league, principally office employees, had so much overtime work that it became very difficult to get enough women to make up a complete bowling team. It was finally decided to disband until fall. Nothing has been done, as yet, on organizing teams for women on production, inasmuch as the female employees have not been working in great numbers until quite recently, and the readjustments to working hours and home duties have left little time for organized recreation. However, softball teams are now being organized. There are ten softball teams for women and twenty for men. These games will be played in Burlington.

Tentative plans for this summer:

a. Excursions on the Mississippi river
Two trips planned for this summer but dates have not yet been set.

b. Swimming
Burlington has a large swimming pool which can be rented privately after 9 p.m. Mr. Thomason hopes to schedule several swimming meets and parties this summer.

c. Golf
Interest has been shown in golf teams so they are hoping to have interdepartmental tournaments. There is an annual city golf tournament held in September.

d. Tennis
There are no tennis courts on the area but the High School courts can be used. No definite organization of tennis teams has been made as yet; there is must interest evinced and doubtless a tourngment will be organized.

II. Recreation (cont.)

Victory Gardens: 160 employees presented a signed petition to the General Manager of the Ordnance Plant asking that some arrangements be made for gardens. Forty acres were allocated to gardens and the land plowed and harrowed by the maintenance crew. The land was divided into plots 20' by 75'. The families of the employees having garden plots were given passes to work in the garden. One hundred fifty six gardens had been assigned April 27th. The employees are asked to sign an agreement to keep the gardens in good condition and not to sell any of the products. They are required to leave the gardens at dusk.

Comments on Recreational Program at Plant: Since Mr. Thomason is a local man, and formerly Physical Education Director at the High School, the recreational program seems to be a part of the community, rather than a plant activity. Apparently the plant officials interfere very little with the program and inasmuch as the funds are not supplied by the Company, employees probably take a more active interest in the activities. There seems to be fine cooperation now between the Recreational Director, U.S.O. and W.P.A. leaders.

Mr. Thomason thinks the U.S.O. can do better club work among the girls than his department and that their facilities are better adapted to that type of recreation so he does not plan to develop that phase if U.S.O. takes the responsibility of promoting it. However, women's bowling, softball, tennis, swimming, and other active sport teams are being organized.

III. Plans for Child Care:

The following committee is working on the child care problem in Burlington:

Miss Helen Cresswell - State W.P.A. Director of Community Activities
Miss Margaret Clark - Welfare Worker at Ordnance Plant
Mrs. Ethel Leipert - State Welfare Chairman of the American Legion Auxiliary (Lives in Burlington)
Mrs. Pryor - Local woman interested in child care (Chairman of Com.)

Definite plans for child care:

A house, near the Defense Housing Project and not very far from one trailer camp, has been purchased by the Presbyterian Church to be used as a Sunday School for the children in these projects. The church is willing to rent the house to the Committee for a Child Care Center six days per week. The American Legion will furnish the house and pay for the utilities, plus some rental, I believe, and W.P.A. will furnish personnel or at least the greater part of it. This house will accommodate 30 to 35 children. It is located on the road to the plant. There is quite a large lawn which will be inclosed by a fence.

Child Care (cont.)

The Committee plans to charge a fee to cover cost of food for children. The amount of fee had not yet been determined but it probably will not be more than a dollar per week or approximately that amount. The County Health Unit will donate their services as far as physical examinations and innoculations are concerned. One of the Public Health nurses will visit the nursery each day.

Other possible locations for Child Care Centers:

1. Miss Whipple's home - One of the State social workers has a home in Burlington which she may rent to the Committee for a nursery.

2. The "Stables" on the Perkins Estate. (Perkins Park). This building is used by the City during the summer as a center for family reunions and picnics, parties, etc. The building contains:

   A large dance hall or ballroom.
   A large room with tables and benches.
   Five or six smaller rooms with small tables for card parties, etc.
   One large kitchen, but almost every room has a separate gas stove so that individual parties could cook their own meals.
   One large bathroom, several additional toilets, I believe, but am not certain.

   This location would be excellent because it is only two blocks from the trailer camp with family size trailers, and also because of the large playground facilities. Then, too, the building has so many rooms with cooking facilities plus the large rooms for play. The only facility lacking is a heating system but if part of the building were closed up it would not be hard to heat.

   The City officials have not, as yet, agreed to give up their picnic and family reunion center, but Miss Cresswell thinks they will consent after this summer season is past. The building is closed from September to May and is really only used on Sundays during the summer.

The Committee has tried to secure the use of the school buildings during the summer but the Superintendent of Schools, thus far, has refused to have any part in the Child Care program.

Child Care (Cont.)

Number of Children in Defense Housing Project - April 27, 1942

Under 5 years	- 199)	398 families. There will be 575 families living there within a few weeks.
6 years - 11 years	- 118)	
12 years - 13 years	- 33)	
14 years - 18 years	- 56)	

There are approximately 200 children in the three trailer camps operated by Farm Security Administration. The W.P.A. Nursery Schools, or Child Care Centers, do not take children under 2 years of age.

April 25, 1942

JOB DESCRIPTION OF WOMEN'S WORK IN IOWA ORDNANCE PLANT

Women are working principally on Component Parts - assembling and loading fuzes, detonators, boosters, etc. However, there are quite a number of women on the Shell Loading Lines.

I Component Parts - Booster Line A

2 shifts, 5 days per week at present - approximately 100 women (1 shift) Every artillery fuze has a booster cup containing a large charge of tetryl which increases the initial impulse and insures complete detonation of the bursting charge of the shell.

Operations performed by women on Booster Line:

Group I
- Placing paper discs on top of tetryl pellet in cup.
  (Pellets are made by men and press machines are operated by men)
- Shellacing discs
- Sorting pins etc. for relays
- Inserting pins in relays

Group II

Loading Relays - (A relay is a small aluminum cylinder filled with lead azide. It is part of the booster.)
- Women weigh lead azide and pour into relay (behind a barricade). Men carry the powder to them.
- Inserting the loaded relays in detonators - women
- Staking relays in detonators by use of an automatic press machine. Girls were working behind barricades.

Booster Cup Assembly:
- Inserting loaded relays into booster body
- Inserting metal disc on top of body
  (Men operate the press and crimping machines)
- Inspecting the crimping operations

Booster Body Assembly:
- Crimping detonator into body (women)
  (Staking operation is done by men)
- Inspecting crimping and staking operation
- Cleaning loaded Boosters and placing in tray

Booster Cup and Body Assembly:
- The Booster cup is attached to the body by means of tightening and staking machines operated behind barricades. At the present time all staking is done by men.
- Packing, waxing and sealing is done by women.

Dermatitis is prevalent here because of tetryl.

Respirators are worn on the brushing off powder and cleaning jobs but dermatitis sometimes appears around edges. Foreman says sweating seems to cause dermatitis, i.e., the infection begins at those spots. Rubber gloves are not satisfactory because of perspiration. Horsehide gloves are being tested. No uniforms are worn. No locker space available for uniforms - must have 2 lockers.

II Component Parts - Fuze Line M-51

Women were performing the following operations:

Gauging by use of micrometers
Assembling springs and cork washers
Staking with air compress machine (behind barricade)
  (Adjusting top and staking)
Inserting plug with an air compress screw driver
Inspection - a machine operation. Mirrors above showed the fuze during process.
Making or stenciling by use of a rotary stencil.
Shellacing fuze.
Assembly of Relays and detonators with fuze:
  Sorting and assembling washers and parts
  Inserting copper washer on top of booster cup
  Tightening and staking
  Assembling spring and ring
  Assembling cup and firing pin
    (Staking of cup and firing pin is done by men)
  Inspecting
Assembling Booster Cup containing tetryl pellet to fuze:
  Women were screwing booster cup on fuze by hand
    (Skin on hands discolored)
  Men tightened the cup to fuze
  Staking - women
  Gauging - women
  Inspection of all parts

III Detonator Line: Women perform the following operations:

Placing little detonator cups in tray for loading
Weighing powder (fulminate of mercury) and pouring into detonator cup on tray. This operation is performed behind a barricade but operator must reach behind barricade with bare arm and hand so she is exposed to the toxic hazards and possible injury.
Pressing powder into detonator cups - women (1 man)
Gaging and inspecting.

Delays - a pellet of compressed black powder is used to delay the explosion of a shell.
Women place black powder pellet in the delay holder.
Powder is pressed into place by men. (Machine Operator)
(Black powder pellet press makes 350 pellets per minute - operated by man)
Assembly of Relays and Delays - The "relay" receives a flash from the "delay" element, boosts it and passes it on to the next element in the explosive train.
Inserting "relay" into "delay" holder
Sealing with drop of wax
Pressing and crimping.
Assembly of Primer and Delay element:
Women assemble primer and delay element by screwing together by hand. Parts are tightened with hand press.

IV Primer Mix Department: 71 women

The mixing of the four ingredients contained in "Primer Mix" is done in a small room adjoining the loading department. The mix is passed through a small door in the wall.
Women insert filled cup into primer
Women place disc on topà of primer mix
Women shellac disc - drop shellac on top of disc
Women operate press machines (1 man and 2 girls)
(Discs (Red paper) are pressed into powder)
Women remove finished or loaded primer cups from trays and inspect
There are 15 production workers, 2 inspectors and 1 woman supervisor in each bay.

V Primer Line: Cleaning department - 3 shifts per day; 7 days at present

(40) Women wipe off excess paint on empty primer bodies (artillery primer) using a cleaning fluid.
(15) Women insert paper slip inside the body of empty primer cases.
(9) Women inspect empty primer body.

Dark room inspection - 3 girls sit in a dark room inspecting empty primer bodies for "bad holes", using a gauge containing a small electric light bulb. The empty primer fits over this light and defects are easily seen.

Plugging bad holes with black paint - 2 women were repairing the rejected primers with the use of black paint.

Primer Head Assembly:

Sealing cap in primer head - 2 women

Cleaning off excess wax - 3 women

Women assemble primer head by using a hand lever machine. There were 18 of these machines (arbor presses) but women were not working at that time (lunch).

Primer Assembly

Head and body assembly is a machine operation performed by men at present.

Women clean off excess paint or dirt with acetone.

Packing finished primers in boxes - women

Marking boxes - women

Sealing boxes with wax - women

VI Line I - Shell Loading (81mm.) 3 shifts - 6 days

Preparation for loading:

Several women were cleaning empty shell cases, as they passed on the conveyor belt, by use of air pressure hose. These girls wore uniforms and goggles. Several women were removing empty shells from conveyor and screwing fins on shell (lightly). These shells with fins were placed on the moving belt which runs through the paint spray machine.

Loading: Men pour T.N.T. into shell. These loaded shells are left to harden 24 hours or more after which women insert fins on loaded shell by use of a drill press machine.

Staking of fin to shell (machine operation) is done by women.

Stenciling necessary information on shell - women

Fuze and Shell assembly: 6 girls, 6 men in 1 bay (5 bays)

1 woman was screwing fuze on shell by hand

1 woman tightening fuze on shell

1 woman gauging fuze on shell

1 woman inserting sheet form of smokeless powder to fin

1 woman puts finished shell in individual carton

1 woman screws top on carton (men tighten top and pack in group of 3 shells)

VII Smokeless Powder Weighing Department (Propellent charge in sheet form)

3 shifts, 6 days per week

Maximum number in each bay (3 bays) - 16 operators, 2 supervisors

Women weight and check weigh the smokeless powder sheets which are inserted in the fins of the shell. These sheets, approximately 2 inches square, are weighed on scales so sensitive to air currents, that no ventilation is possible except during rest periods and at lunch time. Many of the women complain of headaches.

VIII Receiving Department (Component Parts and shell cases)

3 shifts, 6 days

About 6 girls were unwrapping parts and placing on trays to be sent to the various lines.

CONFIDENTIAL

AGENT'S SUPPLEMENTARY REPORT ON WORKING CONDITIONS AND PERSONNEL POLICIES PERTAINING TO WOMEN - APRIL 24, 1942

(Second visit to Iowa Ordnance Plant, Burlington, at the request of a former Safety Engineer employed by Operating Company)

Dermatitis and Skin Infections

Reports on prevalence of dermatitis varied, according to person interviewed. Mr. Johnstone said there were comparatively few cases and that the number was diminishing.

Dr. Baldwin, head of the hospital staff, was inclined to believe that many of the cases of so-called dermatitis ~~was~~ were not the result of handling toxics. He said the women had developed hysteria, concerning these skin diseases and a small proportion of those reporting to the hospital for examination and treatment actually had dermatitis. He stated that the milk-drinking theory as a preventative was a fallacy. He admitted, however, that drinking milk did build up resistance inasmuch as it was a good food, but thought vitamin pills would be equally good.

The hospital record for April 23rd showed a total of 200 treatments for various ailments; 17 out of the total were for dermatitis, and 11 of that number were women. The other cases were gastritis, sore throat, adhesions, burns, blisters, pleurisy, hiccoughs, conjunctivitis, irritated lips, etc.

The foreman on one of the detonator lines said there were 14 cases of dermatitis out of a total of 97 employees on his shift. He said two of these had eye infections but the arms and hands were the usual spots of infection. The cases with infected eyes were not working. One girl was in hospital.

The matron of one of the change houses said there were five or six cases on her shift.

I talked to one girl in the change house who had quite a severe case of dermatitis some weeks ago. The skin was still red but the pimples were gone. She was taken off the toxic job when treatments failed to cure infection until the skin cleared up after which she returned and, according to her statement, the rash appeared again after she was back handling toxics for only two hours. She no longer works in that area.

There are 2,100 employees in direct explosive handling. At the present time 1,700 are receiving 1 quart of milk per day. Some are receiving vitamins in place of milk. The laundry workers applied for milk, basing their request on the fact that they handled the men's uniforms who are working with T.N.T. Dr. Baldwin believes the laundry workers are exposed to a toxic hazard, but would not authorize milk for them since, according to his statement, there is not sufficient milk available, and furthermore he believes that vitamin pills are just as good. The workers refused the vitamin pills - Dr. Baldwin said they would take the pills or nothing.

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Authority NND 750122
By ________ NARS, Date 5-3-76

Dermatitis and Skin Infections (cont.)

There have been several cases of cyanosis and a few cases where discoloration of the hair took place.

Headaches and nausea have been quite prevalent in some areas. In the compartments where the propellent charges of smokeless powder are being weighed no ventilation is possible due, to the sensitiveness of the shadow graph scales. During rest periods and at lunch time the windows are opened. The rooms are quite large, each equipped with 16 scales. In addition to the 16 girls weighing, there are two supervisors. This department is on a 3 shift, 6 day week. There is rather a peculiar odor that might cause headaches and nausea after a period of exposure. Dr. Baldwin said, after thorough investigation, he was convinced that the headaches were imaginary, or at least not caused by lack of ventilation. The Assistant Plant Manager thought the headaches might come from eye strain since the hair line on the scale is rather difficult to see, and after several hours of weighing, the result would likely be headache and nausea.

Primer Line - Cleaning Department.

Women are cleaning excess paint off the empty primer cases using a naptha cleaning fluid which has caused nausea. The Company has tried three different kinds of fluid and it is believed that the last brand now being used will prove satisfactory. At least the women have had less difficulty. The Assistant Plant Manager said the poor cleaning fluid they had used for awhile was the result of the Government's ruling on accepting the contractor submitting the lowest bid.

Primer Mix Department

Men mix the "ingredients" for this prepellent charge but women handle the primer mix which is highly toxic. The foreman said both powder and alcohol poison had developed. Some employees wore rubber gloves. The foreman stated that a new ventilation system would be needed before next winter when windows and doors would have to be closed. This work is being done in a part of the line that was not built for that purpose. There are 71 women in that department.

First Aid Room - Each line has a First Aid Room with two cots. There is no nurse on the line but the matrons are required to take a First Aid Course. The matron I contacted complained about the lack of supplies. Bed linens are sent to a laundry in Ft. Madison and are not returned on schedule, sometimes not all. She said she had no cloths for cold compresses and that no Kotex disposal had been provided. The most common injury treated in the First Aid Room is splinters in the fingers.

Personnel Policies

Medical - The Company has hired a woman physician to examine the women ~~physician to examine the women~~ applicants. She is much interested in the welfare and health of the women in the plant and, I believe, will make an effort to correct some of the lax medical policies. After hiring in mass is completed, she hopes to enlarge her scope of activities and include some instructions on nutrition and diet. She thinks that few of the applicants are getting a balanced diet since obesity is so prevalent. The female applicants are given a much more thorough examination now since the woman examining physician was hired about six weeks ago. This doctor is much interested in child care for the working mothers.

The hospital is not equipped for care of patients over 36 to 48 hours, due to limited kitchen facilities. There is a well equipped operating room.

Physical Re-Checks - Routine rechecks were started just before the second explosion occurred but were then discontinued, and since some of the Medical Staff were included in the F.B.I investigation and dismissed, the remaining staff was not adequate. However, definite plans have been made to hire an additional doctor (letter went out the afternoon I left plant) and with the help of two nurses set up an examining unit in the First Aid Room on each line for the purpose of rechecking physical condition. Dr. Baldwin felt this should be done.

Food Service - There are no food facilities on the loading lines and the cafeteria in the Administration Area is much too far to be of any use to the production workers. The employees at present are bringing their lunches and eating in the Change House. Mr. Johnstone said they have been considering putting in equipment for some hot food and have the cafeteria service each line but no definite action had been taken. However, within the past few days, Dr. Baldwin made provisions to supply a box lunch to the employees on the loading lines who put in an order before a certain hour. The boxes sell for 25¢ and 35¢. The lunch costing 35¢ has some kind of cold drink. These lunches are packed at the cafeteria and are delivered to the lines.

The matron in each change house inspects the lunches packed at home.

Uniforms and Change House Equipment - The employees do not wear uniforms except on the shell loading where they come in contact with T.N.T. Here the women and men wear a tan coverall type of uniform but there are only a small percentage of the female employees working on this line. A great many women are working on the detonator, booster, primer, and fuze lines where they are handling lead azide, fulminate of mercury, tetryl and primer mix. This is where dermatitis is most prevalent and yet no uniforms or showers are provided. Dr. Baldwin agreed with me that both were needed. The women are not required to wear dresses that are washable.

Uniforms and Change House Equipment (cont.)

Safety Shoes - None provided. Employees are supposed to wear shoes without nails but after observing the many different kinds of shoes worn by women on the lines, I doubted if all women wore safety shoes. Mr. Johnstone said the matron's duty was to check the type of shoes worn, but he realized that it was quite possible for some to slip by without safety shoes.

Change House Facilities - There are no showers provided for women. Mr. Johnstone said they were definitely making plans to put in showers but due to priorities it took time to get the equipment and that it was difficult to get approval for expenditure of funds for equipment other than machinery, etc.

Women were wearing goggles on some few jobs, such as cleaning shells on conveyor belt with the use of air compress tubes.

One man and several women were wearing respirators on the detonator line where they were brushing off the loose powder.

Glass barricades were provided for women weighing the fulminate of mercury which is highly explosive, and also carries a toxic hazard. The women must reach hand and arm behind the barricade to weigh the fulminate. In all cases the women had bare arms and hands. Mr. Johnstone said it was too dangerous to wear a sleeve or ~~gove~~ glove on that job. An experiment was made to test the barricade on this job and it was found that the glass did not shatter under a forced explosion of 1,000 detonators in tray so injury to the operator, or worker, should not be very severe in case of a blow-up. However, the right hand and arm would probably be exposed and injured. Some few men and women were wearing gloves. Assistant Plant Manager said rubber gloves had not been satisfactory and that they were experimenting with horse-hide gloves.

Comments on General Working Conditions

Since the last explosion, I believe the Company officials are making an effort to better conditions but, according to their statements, it takes a great deal of time now to get equipment for showers, eating facilities and even uniforms. Then, too, the Ordnance Department is not very willing to o.k. requests for funds now. However, that does not exonerate the Operating Company from blame, because all these facilities should have been provided when the plant was constructed. Dr. Baldwin said he understood that Day and Zimmerman, the operating company, had included some of these facilities in the original plan, but the War Department had used that money for machinery to load shells. The firm officials are so "Explosion" conscious now that their activities are directed largely toward preventing sabotage, and performing experiments determining the possibilities of an explosion and the results of the experiment. It seemed to me that they were neglecting the

Comments on General Working Conditions (cont.)

equally important issues of safety shoes, showers and food facilities. Not long ago they made a search for matches and found a great number on men and women. The present Safety Engineer is a former Navy man who served in the capacity of timekeeper up until recently and appears to know very little about safety measures. He was much concerned over the gravel walks outside because a girl had fallen down and skinned her knee but regulation safety shoes and uniforms did not seem important to him.

The antagonism between the community and operating company seems to have abated somewhat since the last explosion. People in the community are beginning to realize that operating a munition plant is not such a simple problem, and that cooperation will help. However, there is still evident a general dislike for the officials, both Company and Ordnance Department, and the charge of inefficient management still stands.

Persons Contacted

Mr. Johnstone, Plant Manager
Mr. Carl Fenninger - Assistant Plant Manager
Mr. (Commander) Rhodes - Safety Engineer
Dr. Baldwin - Chief of Staff
Dr. Proskierokoff - Examining Physician (woman)
Dr. Kepl - Staff Doctor
Mr. Joseph Barton - Insurance Department - Head
Miss Margaret Clark - Welfare Worker
Mr. Thomason - Recreational Director
Mr. Jarman - Head of Training School
Foremen of Lines
Matron in Change House
Several employees

Exhibit IV

COMPLETE BURLINGTON, IOWA, REPORT

a. Firm Report - Summary of First and Second Visits.

b. Notes on the two explosions.

c. Job description of women's work.

d. Agent's Supplementary Report on Working Conditions and Personnel Policies.

e. Community Report - First and Second Visits.

~~CONFIDENTIAL~~

Dates visited
February 13, 1942
April 24, 1942

Firm Report

Firm - Iowa Ordnance Plant, Burlington, Iowa
Operated by Day and Zimmerman Defense Corporation

Date of beginning defense production - July 31, 1942 in a very limited capacity on one line. Construction of plant began January 8, 1941.

Defense Product - Loading shells and bombs

Size of shells loaded - .75, 105 and 155mm.
Size of bombs loaded - 300 up to 4,000 lbs.
Assembling and loading fuzes, detonators, boosters and primers.
The majority of women employees will be working on these component parts. The large shells (155mm.) and bombs are too heavy for women to handle.

Labor Supply:

Labor, thus far, has been recruited principally from a radius of 50 miles but many migrants have been hired. Much of the supervisory personnel came from Philadelphia or New York. Farm labor, both male and female, has been hired, but not "too many" from one family, according to Plant Manager who stated that they did not want to interfere with the agricultural program.

According to a news item in the Ordnance Plant paper of April 20, 1942, 71% of the employees now working at the plant are residents of Iowa.

No labor shortage has developed as yet and it is believed that a sufficient number can be obtained within the State or nearby. Quite a number of workers come from towns across the river in Illinois.

Transportation facilities and problems:

Chartered buses run to the Ordnance Plant from surrounding towns as far south as Keokuk and west to Fairfield. There is also bus service to Galesburg, Illinois. These chartered buses run directly to the loading lines. There was no bus service from the government trailer camps to plant at time of first visit but a new bus service, 6 buses added, which would include one of the trailer camps, was to go in operation the latter part of April. There is need for bus service from the other two government trailer camps.

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E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750137
By [illegible] NARS, Date 2-3-75

Method of recruiting and hiring:

The operating company has never used the facilities of the U. S. Employment Agency. All applications were filed at the personnel office and later applicants are called in for personal interview and examination.

Requirements:

Residence - None required

Age - No limit to age but the majority of women are between the ages of 21 and 32 years.

Marital Status - Marriage is no barrier to employment. At time of first visit Personnel Manager stated that mothers with young children must show that some provision had been made for them before she was employed. It is doubtful if this policy is now enforced.

Race - Negroes are hired in ratio to the population figures. They are not put on the production line.

Experience - None required.

Turnover

The Plant Manager stated that the turnover was nominal except for the Selective Service draftees and the effect of the explosions. Very few women left their jobs after the second explosion. This statement was verified by all persons contacted, including the matron at the plant. Operations were shut down for three weeks after the explosion pending investigation. At the end of that time, during which all applications were rechecked, seven hundred employees, principally men, were laid off. Due to the rush in hiring, all references had not been checked, according to a report which came from an authentic source, and F.B.I. insisted that these people be laid off until a check could be made. Not many of them were rehired.

The draft has caused quite a heavy turnover among the men. The company has thus far requested 175 deferments but the majority of these requests were not granted.

Numbers employed:

	February 3, 1942	April 11, 1942
Total factory	5,695	7,907
Male	5,168	6,466
Female	527	1,441

In addition to above figures on employment there are approximately 650 office employees, of which 50 percent are women.

At least 250 additional workers have been hired between April 11th and 24th, the date of visit. Plant Manager checked with the employment office and they stated that 1,600 women were employed on the 24th. Payroll office did not have employment figures for that date.

Date of maximum force:

At time of first visit Plant Manager believed they would reach maximum production by June or July 1942. There seemed to be more uncertainty about that date when I returned in April. The lack of component parts was given as the major cause of delay in all shell loading plants.

Maximum force to be hired:

The estimated maximum in February was from 10,000 to 12,000 employees with about 30 percent women. At time of second visit in April, the anticipated number to be hired was uncertain. However, the ratio of women remains the same, according to Plant Manager. He stated that approximately 3,500 women would be employed on production. Due to the weight of bombs and large shells loaded in Iowa Ordnance, women can not be used as effectively as in plants loading smaller shells.

Future rate of expansion:

In February, the operating company was hiring at the rate of 1,000 per month, of which 40 percent were women. They expected to continue at that rate for the next 3 months but the explosion in March caused a serious setback in hiring. In the latter part of April, employment was again speeded up and probably 250 or more were hired the last two weeks of the month.

Hours of work:

	Men	Women
Daily	8	8
Weekly	40, 48 & 56	40, 48 & 56
Days per week	5, 6 & 7	5, 6 & 7

Three of the lines on which women predominate were working on a 7-day basis, 56 hours per week in April. When there is a rush order they work 7 days.

Shifts: Same as previous visit.

(1) Begin 8 a.m. - End 4 p.m.
(2) " 4 P.M. - " 12 midnight
(3) " 12 midnite " 8 a.m.

Some few women work on the "graveyard" shift but the majority of women work on the first two shifts.

Rotation of shifts still takes place every 2 weeks. Mr. Johnstone did not believe there was much dissatisfaction over the arrangement. The Recreational Director said the rotation did interfere with his program but that was to be expected. One of the supervisory personnel said that there was a considerable number of complaints made but they probably never reached the Plant Manager. When maximum production is reached Company expects to operate on a 4-crew basis which will require only five days of overtime in a 20-week period. Every person works five days in a row and will then be off at least 48 hours, after which he changes shifts.

Lunch period: ½ hour

Rest period : 10 minutes before and after lunch

Overtime: Some employees are working only 40 hours, but majority of workers are putting in 8 and 16 hours overtime per week.

Rates of pay:

Beginning minimum hourly rate (plant operatives)

Men -.62½ Women - .50
Maximum hourly rate for women operatives - .80 per hour
Prevailing hourly rate for women operatives -
In February, majority of women were on the .50¢ rate but on second visit (April) the prevailing rate was 60¢ or more. The Plant Manager said he was considering raising the minimum rate for women to 60¢ per hour, particularly if they lost the time and one-half for over 40 hours. If the proposed schedule of four crews is put into operation, employees will not receive much overtime pay.
Beginning rate for women office workers - $16.50 per week.
Prevailing " " " " " 25.00 " "

Wage System:

An automatic progressive system, whereby each job carries a definite rate. As workers acquire a degree of skill, they are advanced to a better paid job. (See inclosed wage rate schedule by occupation).

Differential for Night Work, second and third shifts:- None. Employees rotate shifts every two weeks.

Training:

Pre-employment training - None given for this plant except bookkeeping machine operators. Due to the shortage of qualified operators, a training class was set up by the Company selling the machines. A six-weeks training course was given after which majority of trainees were hired by Day and Zimmerman.

Supplementary training - None.

Training within plant:

The training period, at least the class room instruction, had been reduced to one-half day at time of second visit. The training instructor stated that the pressure for increased production had brought about the lessening in training instruction.

Formerly trainees spent two or three days in the class room. Lectures on type of product, operations and safety measures were given, followed by demonstrations of operations using inert materials. Trainees were required to perform some of the operations after demonstration by teacher. The new employees were then placed on the line beside an experienced worker to observe operations.

The present training consists of a lecture on the operations to be performed by that group. The class, observed by agent, was being prepared for work on the fuze, detonator and primer lines. A description of the various parts of a fuze, etc., had been drawn on the blackboard with the type of explosive used in each. A fuze and other component parts of a shell were on exhibition on teacher's desk. The instructor also lectured of effects of carelessness and value of safety measures, noting the toxic hazards. The instructor did not think one-half day sufficient time to give employees more than a general overall picture. In the afternoon the new employees went on the production lines to observe and try the operations themselves.

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NOTES ON THE FIRST EXPLOSION AT THE IOWA ORDNANCE, BURLINGTON, IOWA

Date - November 12, 1941, about 1 o'clock in the afternoon.

Location of Explosion - In the Melt Loading Building where the prescribed charges of T.N.T. or Amatol are melted and poured into the shells or bombs.

Explosion Victims -

13 men killed (No local men killed.).
52 men injured (Only 3 local men injured.)

Of the 13 killed, 11 bodies, or parts of bodies, were identified. Two of the bodies were blown to bits and no traces were found.

One man was blown through the window several hundred yards. He clutched the window casing so tightly in his fingers that it had to be pried loose from his hands.

The number who were injured and could not return to work seemed to be unknown. However, the majority of the injured are back at work, according to reports, and four of the wives of injured men have applied for jobs on the loading line.

Two of the wives of men killed were pregnant.

Cause of Explosion - Unknown. Mr Johnstone said all evidence was destroyed as building was completely demolished.

The Red Cross evidently did a very credible job taking care of the victims and their families. Since the majority were from other sections of the State and country, it was a task to locate members of families, etc. When the Community Chest asked for their usual yearly funds, the quota was oversubscribed in one hour.

After the explosion, the Company hired Miss Margaret Clark, a State Welfare worker, to carry on where the Red Cross left off.

Effects of the Explosion - A great number of workers left the plant but later many of them returned. Undoubtedly, the explosion has been one of the reasons for the low production to date.

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E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750-21
By LRT.A NARS, Date 5-3-75

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REPORT ON THE SECOND EXPLOSION, MARCH 5, 1942, BURLINGTON, IOWA

Casualties: (all men)

Killed - 22 men, two bodies were never found.

Injured - 81 men were treated at the Field Hospital.
44 were sent to hospitals in Burlington for further care.
9 were still in the hospital March 30th.

The explosion occurred at the change of shifts - 12 midnight.

Cause of the Explosion - The War Department issued a statement, after investigation, that "vigorous manual operation of a valve controlling the flow of T.N.T. the most likely cause of the explosion." However, sabotage seems to be the general charge but there may be no basis of fact in the accusation.

Insurance - The Company had put through an insurance plan that was effective at the time of the explosion. Each widow received $500.00 within a day or two after the death of her husband. The balance of $1,500.00 is paid in 60 monthly installments, unless there are children under 18 years; then the monthly payment is doubled and is payable for 30 months. In Iowa a widow receives $15.00 per week for 300 weeks, under the Workmen's Compensation Law, therefore, these women will have an income for the next five years.

Two of the widows have applied for work at the plant. They want to invest their insurance money in a home so they will have something tangible for their children at the end of the five years.

Gen. F. I.
[illegible]
[illegible]

April 22, 1942

Mr. Burbridge, Safety Director
Day and Zimmerman Inc.,
Iowa Ordnance
Burlington, Iowa

My dear Mr. Burbridge:

At the request of Mr. Cameron, Division of Labor Standards, we are asking Miss Elsie Wolfe to call upon you during her visit to the Iowa Ordnance Plant. Miss Wolfe is leaving Little Rock to-day and will probably be in Burlington before the end of the week. We will be most interested in the safety measures taken at your plant.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION
114 ELEVENTH STREET
DES MOINES, IOWA

JOHN M. NAUGHTON
ADMINISTRATOR

File

April 22, 1942

Miss Bertha M. Nienburg
Assistant Director
U.S. Department of Labor
Washington, D. C.

Dear Miss Nienburg:

This is to advise you that we have had a letter from Miss Wolfe stating that she plans to be in Iowa the latter part of this week and plans to come to Des Moines, if it is not possible for us to meet her in Burlington.

We have heard so many fine things about Miss Wolfe's work that we are looking forward with pleasure to meeting her.

Sincerely yours,

John M. Naughton
Administrator

Helen Cresswell

Helen Cresswell, Director
Service Division

hc/mr

FOR DEFENSE
BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

[illegible]
Filed

April 18, 1942

Miss Helen Cresswell, State Director
Community Service Programs
Federal Works Agency
114 Eleventh Street
Des Moines, Iowa

My dear Miss Cresswell:

We are not clear in the office as to whether or not Miss Wolfe wrote you that she would be in Iowa some time next week. The exact date of her arrival is still uncertain as she is working on certain projects in Arkansas.

We are so glad to know that headway is being made and hope Miss Wolfe may be of real assistance.

Sincerely,

Bertha M. Nienburg,
Assistant Director

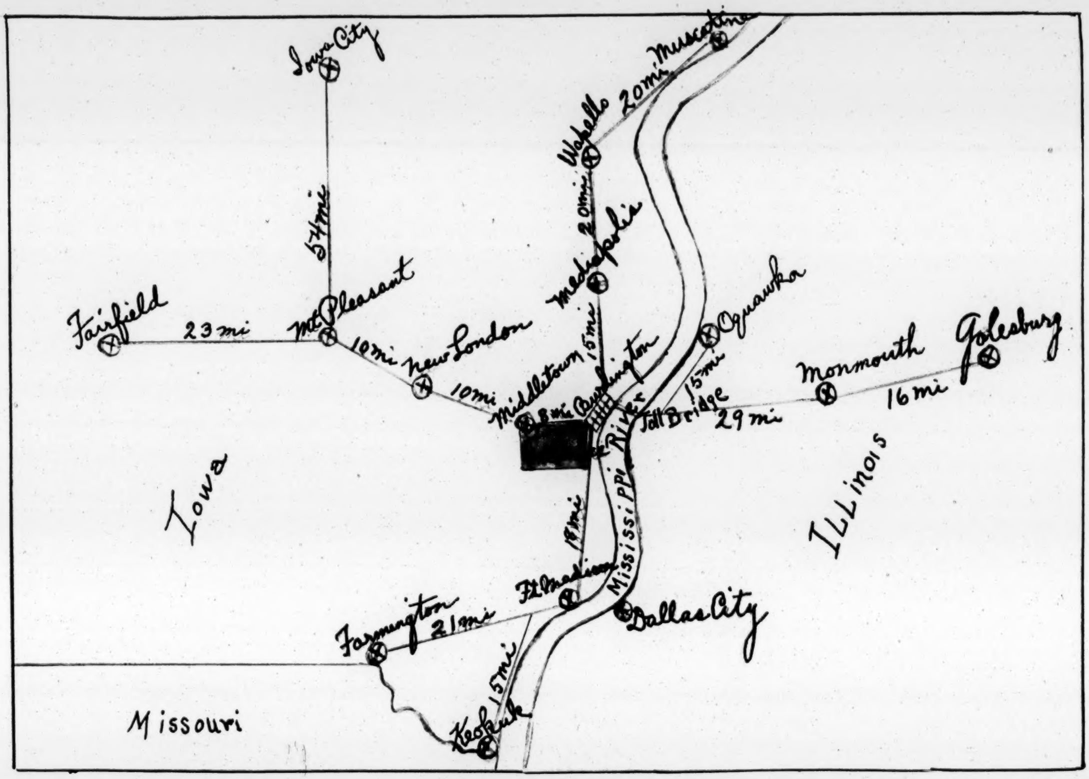
BMN:LW

SUMMARY REPORT ON THE BURLINGTON, IOWA DEFENSE AREA

I. Areas affected by the defense plant:

a. Defense plant - Iowa Ordnance, Burlington

b. Towns within area


Iowa City
54mi
Fairfield
23mi
Mt Pleasant
10mi
New London
10mi
Middletown
8mi
Burlington
15mi
Mediapolis
20mi
Wapello
20mi
Muscatine
Oquawka
15mi
Toll Bridge
29mi
Monmouth
16mi
Galesburg
Iowa
Illinois
Mississippi River
18mi
Ft Madison
Dallas City
Farmington
21mi
15mi
Keokuk
Missouri

1/ Map of defense area is not included in report sent to other agencies.

SUMMARY REPORT ON THE BURLINGTON, IOWA, DEFENSE AREA

Towns	1940 Population
Burlington, Iowa	25,832
Middletown, "	134
Fort Madison, "	14,063
Keokuk, "	15,076
Farmington, "	968
Fairfield, "	6.773
Mt. Pleasant "	4,610
New London, "	1,340
Wapello, "	1,603
Mediapolis, "	806
Galesburg, Illinois	28,876
Monmouth, "	9,096
Oquaka, "	912
Dallas City, "	1,149

c. Population Changes:

The 1940 census showed a decline in population for the area of 1.1%, with an increasing percentage of all persons 65 years and over. 94.9% of the people were native white and 4.3% foreign-born white. Leading nationalities are German, Swedish, and Irish. Negroes make up a very small percentage of the total population. The colored race also showed a decline in numbers. This picture of a decreasing population changed, almost over night, in the fall of 1940, after the site of the Ordnance Plant had been selected. Migrants from all over the country came to this area. The present population is approximately 40,000 people, showing an increase of between 12 thousand and 15 thousand persons. Other nearby towns have had an increase in population but not to such a great extent.

d. Economic Structure:

This is a predominantly agricultural section of the country with fertile farms and small towns. Burlington is the leading wholesale and retail center of the seven counties in this area. The city has about 70 small plants none of which employ over 600 workers during the peak season.

The principal products are farm machinery, boilers and engines, furniture, baskets, soap, buttons and gloves. The chief woman-employing industries are the basket, button and glove factories. The Burlington Basket Co. with 275 employees, is the world's largest basket factory, according to Chamber of Commerce reports. The leading industry in the past was the Burlington Railroad Shops. Prior to 1925, over 2,000 workers were employed in these shops, as compared with 250 employees at the present time. This great reduction in railroad shop employees was the principal cause of the hard times experienced by Burlington during the last ten or twelve years.

2. Agencies coordinating facilities needed for influx of women:

a. U.S.O. Council (30 members)
Chairman -- Mr. Marion Gaston
U.S.O. Workers (Mrs. Ruth Eaton, Y.W.C.A.
(Miss Blodsky, N.C.C.S.
(Miss Rowe, N.C.C.S.
(Mr. Hegan, Y.M.C.A.

b. Mayor's Defense Council Recreational Committee
Chairman -- Mr. George Goetz

This committee was set up as a clearing house for all recreational activities in the community. The following organizations are represented.

1. Personnel Director of Day and Zimmerman (Operating Co. of Plant)
2. War Dept. -- Lt. in charge of recreation for army.
3. Supt. of City Park Com.
4. Minister of one of the churches
5. Chamber of Commerce Sec'y.
6. Pres. of Women's Club
7. Mayor of City.
8. Jr. Chamber of Commerce (Business Man)
9. Recreational Director at Plant

This committee is to be expanded to include one U.S.O. worker and 3 members of U.S.O. Council also the Farm Security Representative, Gov't Housing Mgr., and Public Health doctor.

c. A Civilian Defense Council has been organized but not much has been done as yet. According to local reports, it is in the process of reorganization now. Mr. Carlos Riepe is Chairman.

d. Miss French's Information Service -- a free service which includes Room Registration, job placement and general information to new comers, particularly. This service is sponsored by the merchants of Burlington. Miss French stated that she had found homes or rooms for 1700 people in the past year and had placed 408 persons in jobs.

3. Adequacy of community sanitary facilities for an increased population:

According to Chamber of Commerce and Defense Housing manager, the present sanitary facilities are adequate for several hundred additional homes, other than the ones already authorized. Both water and sewer facilities were extended before the Defense Housing Project was started. The surrounding towns have no Defense Housing therefore sanitary facilities have not been added.

4. Transportation facilities:

Existing:

a. Burlington Route and Rock Island lines provide direct railroad service to all principal cities. The fast streamlined "Zephyr" trains stop at Burlington.

b. Three passenger bus lines to surrounding towns, chartered bus service direct to Ordnance plant from down town -- infrequent service except at change of shifts. Four chartered bus lines run from plant to Keokuk on the south, Fairfield on the west, Wapello on the north, and Galesburg, Ill. on the east.

Toll charge over Mississippi river bridge 25¢ round trip per person so that employees coming from Illinois have that additional cost.

c. Burlington Airport

d. Mississippi River barges -- an important item in freight transportation to New Orleans.

Additional Needs:

Inasmuch as employees will not be able to drive their own cars much longer, additional bus or train transportation will be needed to the Ordnance plant. At present time no bus service has been provided from the government trailer camps to the plant. Since all occupants must be Defense Workers, and there are 500 or more men and women workers living in the camps, bus service should be provided, particularly now that women will be working on both night shifts. The Project manager (F.S.A.) has been making an effort to get this service but the company as yet, has done nothing about supplying the need.

5. Housing of women workers

A Room Registration Service is conducted by the Chamber of Commerce in Burlington. The inclosed report as of Feb. 13, 1942 shows 93 rooms listed for rent. Of this number only 18 were open to woman roomers. However 12 of the total number reserved judgment on the women, and stated that they might take a woman if they liked the appearance of the girl. Evidently, not more than one third of the homes want to take women roomers. It is difficult to get a single room because more revenue per room is gotten by renting to 2 or 3 persons.

Rates of rooms:

Double -- $3.00 to $5.00 per week, prevailing rate - $4.00 per week
Single -- $4.00 to $7.00 or more per week, prevailing rate $5.00 per week

Miss McCreery, Y.W.C.A. Sec'y., said they had placed 460 persons in rooms last year. Of this number, 422 were employees at the Ordnance plant. Many of these were female office workers and some were husbands and wives.

5. Housing (cont.)

The Y.W.C.A. residence accommodates only 23 girls. Thus far, these rooms have been kept for students at the Jr. College and Beauty Culture School but if there is a vacancy, defense workers are taken. Three girls, prospective plant employees, were coming to the Y.W.C.A. the week I visited it. Miss McCreery said she had some difficulty in placing women because practically all home owners preferred men.

She told of crowded living conditions in many homes -- one house had 19 people using one bath room. However, since the construction workers are about to move out (many have gone)conditions would be less crowded and more rooms would be available for production workers. Miss French at the Information Service estimated that out of the 1700 persons placed in rooms last year (Feb. 8, 1941 to Feb. 8, 1942) 300 had been women. She had 6 rooms listed that day (2/11/42). Prevailing rates were, in her estimation $4.00 to $5.00 for double rooms -- few single rooms available.

The consensus of opinion was that rents were too high in most cases. Average rental rose 27.5% between March 1940 and Sept. 1941. A Fair Rent Commission operates from Chamber of Commerce, i.e. complaints are sent here and attempts are made to adjust rents by Commission. However, this Commission has no power to lower or stabilize to Room Registrar, 21 complaints had been filed and all but 3 or 4 had been satisfactorily adjusted.

The demand is principally for houses and apartments rather than rooms. The general opinion was that enough rooms would be available for single men and women but that the demand for houses already far exceeds the supply. The report from the Defense Housing Projects bears out this fact.

1941 Construction (Chamber of Commerce report)

a. 170 dwellings built by private construction
b. 92 single dwelling units were converted into apartments, making 209 additional units.

Defense Housing

a. Trailer Camps -- Government owned and operated (F.S.A.)
    1. Sunnyside Camp -- 126 trailers with 418 persons of which 71 are school children.
    2. Acres Camp -- 88 trailers with 270 persons, of which 32 are school children.
    3. Garfield Camp -- 177 trailers estimated 525 persons. This camp will not be ready for occupancy until March 15, 1942. However, all trailers are rented in advance and there are 120 additional applications for which there are no trailers. No more trailers are available for Defense Housing.

5. Housing (cont.)

These trailer camps are very well kept, with trailers in orderly arrangements and board walks to each trailer and utility building. They are located on grassy plots so the surrounding ground is not a sea of mud. The utility building contains laundry facilities, washing machine, etc., showers and toilets and wash bowls.

Rate of rent for trailers

$6.00 per week, plus cost of fuel which averages $1.75 per week. Lights, laundry and toilet facilities are included in rent. Government trailer parks must be self-supporting.

Requirements -- At least one member of family must be an employee of the Ordnance plant. All the men are working there and about 60% of the women at Sunnyside Camp. As yet, trailers can only be rented to families. Two of the trailers are occupied by mother and daughter, but this is considered a family group. The Project Manager thinks it would be inadvisable to rent trailers to unattached women, principally from a moral standpoint.

b. "Flint Hills Manor" -- Government Housing Project (F.W.A.)
325 houses occupied 2/15/42 with 979 persons.
There are 152 children, age 1 to 5 years
85 " " 6 to 11 years
24 " " 12 to 13 "
44 " " 14 to 18 "

200 housing units will be ready for occupancy on April 1, 1942. However, there are 625 applicants for 525 houses.

Rate of rent per month

$27.50 1-bedroom unit)	Utilities must be supplied by tenant.
30.00 2 " ")	This means an additional cost of about $13.00
32.50 3 " "	per month in the winter. Gas is high.

Requirements

Some member of family must be employed at the Ordnance Plant; not many women are working as yet.

A new ruling concerning the rental of Defense Houses (F.W.A.) to unattached women has come from Washington within the last two weeks, whereby, single women can rent a house if they desire. Mr. Kennedy, Project Manager, said since they had such a long waiting list it might be some little time before there would be any available. He also mentioned the problems of furniture but no doubt there are many families coming from distance who have no furniture. The plant manager said he thought all Defense Housing should be made available to single women.

c. Plans Approved:

a. 400 demountable houses (F.W.A.). The land is purchased and construction about to begin. Date of completion July or August, 1942.
b. 25 to 50 houses to be erected by Private Construction Corp. from Illinois, financed by F.H.A. The land has been purchased across road from Flint Hills Manor but nothing further has been done. These houses would be for sale.

d. Additional facilities needed:

The need for additional housing is urgent, according to all persons interviewed. It is estimated that at least 500 more houses will be needed before the end of 1942 or soon thereafter. Not only will migrants continue to come in, but due to lack of transportation facilities, many employees who are now commuting will be forced to move within a few miles of plant.

There was a report circulating concerning houses to be built at Middletown, 42 by private construction but no definite information was obtained. Since Middletown has no adequate sanitary facilities it is doubtful if any building will be done there.

Only one person expressed a belief that dormitories for women would be needed. It is difficult to determine, inasmuch as only a small percentage of women have as yet been hired. However, the rate of expansion is much greater the past few weeks.

6. Meals

There is a need for one or more "good" restaurants, according to local people. Price of meals has risen but not any higher than elsewhere, judging by the hotel rates for meals.

7. Arrangement for care of children whose mothers are employed.

1. Burlington has had a Day Nursery, sponsored by the Community Chest, for 30 or 35 years. This nursery accommodates 25 children and only employed mothers in the low income group can place their children there. There is a small fee of 10¢ per day for the services. The Public Health doctor and nurse donate their services. This has been a successful venture but the nursery is not large enough to care for the children whose mothers are working in the Ordnance plant.

2. Definite plans were being made for a nursery school sponsored by the American Legion and City Government with W.P.A. personnel. The American Legion will furnish the money, the city furnishes the building and W.P.A. the personnel. This nursery will accommodate 30 children and will be open 10 or 12 hours according to recent report.

7. Child care (cont.)

3. A tentative plan has been made for a nursery at Middletown, which is just across the road from the Plant gate near the Administration Building. According to reports this plan was sponsored by Mrs. Whitney, in charge of the training program for women, and W.P.A. personnel was to be used. If this project develops the mothers would bring their children when they came to work.

4. The County Health and Welfare Dept. are interested in setting up a large community nursery with a clinic. There is a large building on the fairgrounds which could be used, according to Dr. Sage. This would accommodate 200 to 300 children. No definite steps have been taken in regard to this community nursery but Dr. Sage seemed to feel that it could be done.

Additional needs:

Some kind of child care is definitely needed at each trailer camp and at the Housing Project. Both mother and father are working in many families and the following conditions are existing:

a. Husband takes care of children while wife works and vice versa.
b. Children are left alone while mother and father work.

8. Health facilities:

The city of Burlington for many years has provided free medical and dental care for school children. This service includes the children of migrants. The school nurse stated that the general health of these children was as good as the average child, but almost without exception, their teeth were in a very bad condition. This was true regardless of the section of the country from which they came. In addition to the school nurses there are two county nurses, 2 city nurses and one U.S. Public Health nurse stationed in Burlington Defense Area for the duration of the emergency. The city maintains a Public Health Clinic where Venereal diseases are treated regularly.

Hospitals -- 3 in city of Burlington

2 Catholic)
1 Protestant) 335 beds

There are also several medium sized county hospitals in the surrounding counties. At the time of the explosion at the plant the Burlington hospitals were crowded but the consensus of opinion seemed to be that hospital facilities were adequate to meet present needs inasmuch as they were over-hospitalized before the influx of new people. However, since the Ordnance Plant employees now have Group Hospitalization Insurance more people will undoubtedly be using the hospital facilities.

9. Facilities for Education, Recreation and other Welfare Activities:

a. Schools -- Thus far the Burlington schools have been able to accommodate the additional enrollment caused by the influx of defense workers and migrants. This was true because of the declining population prior to late 1940. However, a demountable school building costing $60,000 may be erected. No definite information was available. Plans had been made to build a school across the road from the Defense Housing Project but, according to Mr. Kennedy, this was only a tentative plan and one that now seemed inadvisable. He thought it was better for the migrant children to go to school with the local boys and girls than to segregate them. Both he and manager of trailer camps, believed that free transportation should be provided for the children in the Government Housing projects. At present the bus fare for these school children is 8¢ per day. Inasmuch as a federal grant of $56,000 (according to reports) was given to the city for additional teachers, books, etc. it does seem as though free transportation should be provided. One of the families at Flint Hills Manor has twelve children, not all of school age, however.

The school and welfare agencies are planning to keep the playgrounds open next summer. They hope to get some W.P.A. supervisors for this project.

The police woman reported conditions fairly good. If any girl or woman is in need of detention, the police woman usually keeps them in her own home

b. Recreation -- Existing facilities:

U.S.O. with four workers, has rented a building, owned by the Historical Society. It is an old family mansion that was given to the Society for a museum but was not used due to lack of funds. The house is badly in need of repair since it has been closed for some time so an arrangement has been made whereby the U.S.O. pays $100 per month on the cost of renovating in lieu of rent. The house has several large rooms which can be thrown open for teas, etc. All rooms are carpeted but U.S.O. workers plan to put linoleum on the floor of one or two rooms for dancing. There will be a lounge with magazines and writing desks, a music room with piano and radio, also a kitchen and dining room equipped for group entertainment. Opening date about March 1st. The house seems to have definite possibilities for club activities, etc., but the great disadvantage is its location. It is situated on North Hill, the best residential section in the city, several blocks from a bus line, and in the opposite direction from the Defense Housing and Trailer Camps, and of course the Ordnance Plant -- all of these are southwest of the city. In addition to this center, the U.S.O. is using the Y.W.C.A. and Y.M.C.A. gyms for dances and roller skating. The difficulty thus far, has been a conflict of activities on the same night. For example, on Friday night when the U.S.O. had a roller skating party scheduled at the Y.W.C.A. gym, the War Department had a big dance. Four persons attended the U.S.O. Party. However, the U.S.O. dance held in the Y.M.C.A. the following Monday was more of a success.

Recreation -- Existing facilities (cont)

This duplication of activities on the same night will be avoided, hereafter providing the Mayor's Recreational Committee functions as a clearing house for all activities. The chairman promised to see that this was done although he does not think the U.S.O. will ever be accepted by the community and, judging by the reaction of the local civic leaders contacted, his statement was correct. Several of the local welfare people stated that the U.S.O. contributions were made for entertainment of soldiers and sailors, and not defense workers, and that their activities did not appeal to the industrial workers. The present personnel of the U.S.O. is a good one so they may be able to break down the local prejudice.

Church facilities for recreation:

Four or five of the churches have basements or gyms for recreational purposes. St. John's Catholic Church has a community house which can be used for community activities. The Methodists and Catholics have the largest church membership.

City Auditorium -- This building has been operated on a "you pay for it" basis, controlled by the Park Commission. As yet, it has not been used very extensively for free community activities but it is to be hoped that it will eventually become a community center.

Commercial recreational facilities

1 large new bowling alley out near the park
1 small bowling alley downtown
2 pool rooms
5 movies
1 swimming pool open to public
2 or 3 public parks with playgrounds
2 public golf courses

No dance halls on Iowa side of Mississippi river. Dancing is not allowed in Iowa where beer, wine or hard liquor is sold. According to head of the Welfare Department, all the so-called night clubs across the river were respectable places and commercial prostitution did not exist.

Ordnance Plant Recreational Facilities:

The operating company has constructed a recreational building on the area with a recreational director who was formerly the local High School coach. He is on leave of absence from the city schools but has access to all school gyms and facilities for the defense workers, and in this way will tie up plant activities with community.

Additional facilities needed:

There is a definite need for some kind of a recreational building at each trailer camp. The necessarily cramped living quarters of a trailer

Additional facilities needed (Cont.)

must become pretty much of a prison when there is no other living space available, except the laundry which was built to accommodate four women at one time. At the present time ten or more women and children crowd into the small room and bedlam reigns. The boys and girls between 10 and 15 years have become quite a problem as there is no place for them to go and nothing to do after school hours.

A W.P.A. demountable building has been proposed and would probably help to solve the problem. It should include:

1. A lounging room where the women and men could play cards, sew for Red Cross, etc.
2. A room large enough for ping pong tables and other games for teen-age children.
   This room could also be used for a meeting place for Girl Scouts and Boy Scouts. The Girl Scout leader said she would try to organize a troop at the camps if there was a building in which they could meet.
3. This building should also include some kind of nursery for the care of children. It need not be a free service but some facilities should be provided.

A planned recreational program for the adults is not necessary and probably not desirable, therefore, it would require only a limited staff in each building.

The women who are working give no trouble but the unemployed mothers become very much dissatisfied. One woman left her husband the day the camp was visited. He came home from work and found her gone, whereupon he left the following day, causing another gap in the labor force at the plant. This is not the first case of its kind. The situation is a critical one and some definite steps should be taken to fill the need inasmuch as the trailer camps will be used for the duration of the emergency.

Mr. Kennedy, at Flint Hills Manor, did not feel the need for a recreational building was urgent there since they have a large office building with space for group meetings such as scouts, etc. He said the people living there have more contacts with the local town people -- evidently there is quite a social distinction between living in a trailer and a house.

He did think that a playground would be needed in the spring. He thought Defense Housing might be able to put up the necessary equipment if W.P.A. could supervise it.

Persons contacted in regard to community survey:

1. Miss Sarah McCreery, Y.W.C.A. Secretary
2. Mrs. Ruth Easton, Y.W.C.A.
3. Miss Boldsky, U.S.O. Worker.
4. Miss Rowe, N.C.C.S.
5. Mr. Hegan, Y.M.C.A.

Persons contacted in regard to community survey: (cont.)

6. Miss Myrtle French -- Information Service
7. Mr. John Meyer -- Secretary of Community Chest
8. Dr. Robert Flack - Head of Relief Office
9. Major and Mrs. Wiseman -- Salvation Army
10. Dr. Sage-- County and City Health Doctor
11. Mrs. Blythe Conn -- Social Service Secretary
12. Mrs. Niehaus -- Secretary of Red Cross
13. Mrs. Kennedy -- Girl Scout Leader
14. Miss Cora Johanson -- City Nurse
15. Mrs. Wesner -- Police woman
16. Miss Martha Roname, U.S. Public Health Nurse
17. Miss Margaret Clark -- Welfare worker
18. Mr. H.A. Wilson -- U.S. Employment Service
19. Mr. George Goetz -- Chairman of Mayor's Recreation Council
20. Mr. Marion Gaston -- Chairman of U.S.O. Council
21. Mr. Riley -- Secretary of Chamber of Commerce
22. Mr. Wm. Bradfield -- Farm Security Rep. (Project Manager of Trailor Camps)
23. Mr. Kennedy -- Project Manager of F.W.A. Defense Housing
24. Miss Francis -- Pres. of Bus. and Prof. Women's Clubs.

Women's Bureau

CONFIDENTIAL

SUMMARY OF NEEDS -- BURLINGTON, IOWA, AREA

Transportation

Additional bus service for defense workers living in government trailer camps; especially now that women will be working on both night shifts.

Housing

The need for additional housing is urgent. It is estimated that at least 500 more houses will be needed before the end of 1942 or soon thereafter.

Child Care

Arrangements for child care are definitely needed at each Trailer Camp and at the Housing Project. Both mother and father of many families are working.

Recreation

There is urgent need for a recreational building at each trailer camp; one with a lounging room which women can use for Red Cross sewing, for playing cards, etc., a room large enough for ping-pong tables and other games for teen-age children and where Girl and Boy Scout meetings could be held; and some kind of a nursery for the care of children. The building could be demountable and would require only a limited staff in each building, since a planned recreational program for the adults is not necessary.

(IOWA)

ROCK ISLAND - MOLINE - DAVENPORT/DEFENSE AREA SUMMARY - ILLINOIS

February, 1942 (Confidential)

I. Areas affected by defense plants:

a. Defense Plants

Rock Island Arsenal

Feltex Corporation

b. Towns within area from which commuting is feasible:

Towns	Population (1940 census)
Rock Island, Ill.	42,775
Davenport, Iowa	66,039
Moline, Ill.	34,608
East Moline, Ill.	12,359
Silvis, Ill.	2,990
Milan, Ill.	1,210
Bettendorf, Iowa	3,143

Economic Structure

These cities are so located that together they form a great industrial center, and it is impossible to separate them in regard to economic structure. They have long been known as "the farm implement manufacturing capital of the world." Here are found the International Harvester Company, Deere & Company, and the J. I. Case Company. Industries employing some women are the garment, needle craft, and rubber establishments. The city of Rock Island itself is also the home of two large insurance companies which use women workers to a great extent. This is not, however, the type of industrial area in which many women can be employed. The chief product, farm implements, is the kind that requires a male labor force.

c. Characteristics of surrounding rural area:

The surrounding rural area is made up of fertile farm land. Rock Island and Mercer Counties are known as livestock centers where livestock farming and dairying predominate. There is also a little coal mining in which about 100 men are employed.

d. Comments concerning outlying area (beyond commuting distance):

Because of its diversified transportation facilities which include railway, waterway, and highway, and its nearness not only to raw materials but also to many of the large centers of consumption in the United States, the Rock Island area is strategically located for manufacturing and distribution of its products. It is less than 325 miles from the large cities of St. Louis, Chicago, St. Paul, Omaha, Kansas City, and Des Moines.

II. Agency coordinating facilities needed for influx of defense women:

Rock Island County Defense Council - This council, of which Mr. R. B. MacDonald from Moline, Ill, is chairman, is the coordinating body for the entire area and directs the efforts of the individual city councils in Moline, East Moline, Rock Island, Davenport, Silvis, and Milan. The city councils do have representatives from various group organizations. Although no information concerning names and committees was secured, it is evident from the reports of people interviewed that those responsible for housing, recreation, transportation, etc., are making every effort to cooperate with each other in the solution of any problems involved in the defense program.

III. Adequacy of community sanitary facilities for an increased population:

According to all reports, sanitary facilities in the area are entirely adequate. Rock Island completed in 1940 a new three-million dollar sewerage system and disposal plant.

IV. Transportation facilities:

Existing - Bus transportation throughout the Quad-city area (Davenport, Rock Island, Moline, East Moline) is fairly adequate at present. With regard to the arsenal, there is bus service right up to the door every one-half hour from Moline, Davenport, and Rock Island. At closing time, there are several buses to each city which pick up the men at the various shops scattered over the arsenal grounds. Miss Clair, personnel manager at the arsenal, said that if there is not adequate transportation directly to the homes of the girls on the 3:00 to 11:00 p.m. shift, they are taken home in Government cars. The situation at the Feltex Corporation, however, is more serious. The nearest bus line runs only withøn one-half mile of the plant, and many of the girls are on night shifts. So far, they have either had to walk this distance or double up in private cars.

Being Provided - The Quad-city area is already making provisions to handle the increased need for transportation facilities resulting from the new tank production program to be started here soon. The local bus lines of Davenport are mapping out a heavier schedule to the Bettendorf plants which are to handle a part of this program. The Rock Island County Defense Council is sending out a questionnaire asking workers to tell how they get to and from work, what streets and roads they use, at what hours they travel, etc. From the information secured, the Council plans to redirect the flow of traffic and rearrange transportation schedules so there will be no bottlenecks.

Additional Needs. - As the effects of tire rationing become more and more acute, one very urgent need will be for workers coming in private cars to double up and bring others with them.

V. **Housing** - Survey made Feb. 13, 1942 at Homes Registration office in Rock Island:

The housing problem in the Rock Island Defense Area is not that of finding rooms for single women but rather that of securing dwellings for families with children. Since the nature of Rock Island's largest industries is such that the proportion of women employed is relatively small and the defense program has created no great demand for them, the supply of available rooms has been sufficient to take care of the few who did migrate into the area. Within the past year, the Y.W.C.A room registration service has placed approximately 150 girls. Rates are $3.50 and $4.00 for a single room (average = $4.00) and $6.00 for two people in a room ($3.00 per person). The housing of women workers has been handled largely by the "Y" and other social agencies such as the "Lend a Hand Club" in Davenport which not only helps girls find rooms but also runs a home for them. The Homes Registration offices in the area, staffed by the W.P.A., have had only three or four applications from single girls. Their work has been with the family unit.

The scarcity of dwellings for families with children has become so acute in the Rock Island area that a special appeal has been made to the people urging them to cooperate with the Homes Registration offices in the prompt listing of all vacancies. A special W.P.A. man has been stationed at the arsenal to take applications of incoming defense workers for houses and then to clear with the regular registration offices.

The greatest shortage of dwellings is in the 4, 5, 6 room types at monthly rentals of $25, $30, $35. The majority of the applicants have lived in the city less than 6 months and average 2 children per family, but in most vacancies children are not allowed. With regard to rooms, there seems to be no general preference for either men or women, but very few of those listing vacancies will serve meals or allow light-housekeeping privileges.

Davenport, whose homes registration office has just recently been set up, is the only one of the Quad-cities which has been able to take care of its housing problems by private capital entirely without the need for a Government project. Defense housing units set up by the Government in the other three cities are as follows:

Rock Island City - 305 units ("Arsenal Courts")
Moline City - 184 units ("Spring Brook Courts")
East Moline City - 97 units ("Oak Grove")

VI. **Eating Facilities:**

Eating facilities are fairly adequate in Rock Island and Moline. Davenport probably has the best facilities in the area. As far as is known, no additional provisions are being made.

VII. Care of Children:

There are two nursery schools in the area. One of these was set up at Rock Island in 1937 for people with low incomes or on relief. It is run on the all-day plan with a hot meal at noon, and is sponsored by W.P.A. The other school is operated by the "Ladies Industrial Relief" at Davenport for the children of working mothers.

Mrs. Kerns, W.P.A. educational supervisor for the Rock Island area, stated that an increasing number of mothers are going to work; and she feels that there is a definite need for a child center. She is now working on a survey which will show this need in concrete figures, and she plans to use the information collected as a basis for asking that such a center be set up in Rock Island City. The project will be rather expensive but volunteer workers can be used and Mrs. Kerns suggested that the children who can afford it might even be charged a small fee for their hot noonday meal.

VIII. Health Facilities:

Hospital facilities in the area are entirely adequate except for a great emergency according to Chamber of Commerce reports. The 5 hospitals in the cities of Davenport, Rock Island, and Moline, have a total of 752 beds and could add 313 more if necessary. There are sufficient doctors and nurses, although many of the doctors are subject to being drafted by Selective Service. Facilities by cities are:

Davenport - 2 hospitals; total of 325 rooms
Moline - 2 hospitals; no report on rooms but an addition to one hospital is already underway.
Rock Island - 1 hospital; 150 beds.

IX. Educational Facilities:

Rock Island - Rock Island has 700 more children in its schools this year than it had a year ago, but since it had already extended its school facilities, it has been able to absorb the newcomers readily. The only real problem of overcrowding occurred in the school serving the vicinity of the Government defense housing project, but the Government has provided funds to relieve the situation in this school.

IX. Educational Facilities (cont.):

Davenport - In addition to a recent $3,000,000 extension of its school program, Davenport has rerouted some of the children in its schools to prevent overcrowding and has furnished transportation for them when needed as a result of the transfer. The city expects no further problem.

Moline, E. Moline, & Silvis - It was reported that grants for the schools in these cities have been authorized but have not yet actually been made.

X. Recreational Facilities:

Rock Island Recreation Commission - This commission is made up of a group of citizens appointed by the Mayor and the City Council, and it is under the leadership of a paid recreational director. Each year the commission sponsors a training course for recreation leaders. In addition to the services of its own workers, the commission makes wide use of the services of W.P.A. recreation representativesin the carrying out of its program. It supervises outdoor winter sports in the dangerous skiing and ice-skating areas, operates the playgrounds in the city parks, and sponsors a dramatic tournament every year for a large number of groups whose competition draws the interest of the entire community. Mr. Hodge, the recreation director of the commission, said that the Y.W.C.A. and the U.S.O. have really had a better program for girls than has his organization and that he has been glad to help them with the use of the commission's equipment when needed.

Y.W.C.A. - When the "Y" first noticed the influx of new girls into the arsenal last summer, it held an "arsenal picnic" to get them interested in recreation. Out of this affair grew the organization of the "Arsenal Club" composed of girls working at the arsenal and living in the quad-city area. Mrs. Cordon, business girls secretary at the "Y", in Rock Island, sponsored this club for a while but has now given it up. There are several different reports concerning the reason for the separation of this group from Y.W.C.A. leadership - one that the girls got the idea of a sorority plan run by themselves, and another that they disliked the religious influence of the "Y" and preferred U.S.O. leadership - but whatever the cause, the Y.W.C.A. no longer deals with them as a group. It is turning its attention more to the industrial girls and those working at Feltex Corporation, who, Mrs. Cordon feels, need active recreation such as skating and sleighing parties.

X. Recreational Facilities (cont.):

Y.W. C.A. (cont.)

Although badly in need of facilities since they have no gym and no place for dances, etc., Mrs. Condon said that the "Y" would try to provide for the recreational needs of all the girls, including those on night shifts.

U.S.O. - At the request of the Y.W.C.A., the U.S.O. sent a worker, Miss Martha Good, into the Rock Island Area last October. Miss Good is now working with three groups in particular: the arsenal girls, the Feltex Corporation girls, and the trailer women. She is sending through the arsenal a circular on which the girls are to check what kind of recreation they want; and by a similar method she has found that the Feltex girls need classes on nutrition and the trailer women would like something in current events and knitting as well as a few parties for their husbands. In setting up her program, Miss Good is going to provide some recreation for girls on the night shift as well as for the others.

There seems to be a general consensus of opinion that while Rock Island could use a community recreation center, its facilities are fairly adequate to take care of the present problems. All agencies seem to be cooperating; and in addition there are sufficient commercial amusements here as well as in the other cities of the area.

XI. Comments:

The Rock Island Defense Community is not a problem area in the opinion of people interviewed. The cities of which it is composed not only have the experience of having gone through the same kind of period in the last war, but in May 1940 they sent a special committee to Washington to prepare for the present defense program. As work at the arsenal has increased, many men have come into the area with their families, of course; but they have been the higher type of mechanics and machinists who were readily absorbed into the community. The new tank program recently awarded to International Harvester Company will cause no great in-migration problem because most of the ~~unskilled~~ labor used will be merely transferred from the production of agricultural implements or taken from the local unemployment rolls. Women have never played a great part in the industrial life of the Rock Island area, nor does the defense program call for many of them. Arsenal officials believe there is an abundant local female labor supply to fill the needs of the arsenal's machine gun division where women will be used; and as a matter of fact, most of them will probably be the wives of men already working at the arsenal. The only noticeable problem caused by the business girls who have come into the area and those on production at Feltex Corporation is recreation for the night shift, and both the Y.W.C.A. and the U.S.O. are now working on that.

XI. Comments: (cont.)

Account has to be taken of the fact, of course that reports on the adequacy of health facilities, educational facilities, etc., as given by the various Chambers of Commerce and other community groups may be slightly prejudiced because of local pride, but agents do feel that since this is such a large, well-established industrial area, it really doesn't present the problems found in rural areas unaccustomed to the type of life which the defense program brings with it.

Persons Interviewed

1. Mr. Hodge - director of the Rock Island Recreation Commission.
2. Mrs. Cordon - business girls secretary of the Y.W.C.A.
3. Mr. Fred S. Ladd - director of U. S. Employment Service at Moline, Ill.
4. Miss Martha Good - U.S.O. worker in the Rock Island Area.
5. Mr. W. Lloyd Keepers - Chairman of the Rock Island Chamber of Commerce.
6. Mr. W. O. Peak - Unit Supervisor of Rock Island Homes Registration office.
7. Mrs. Kerns - W.P.A. supervisor of education for Rock Island, Carroll, and Mercer Counties.
8. Mr. Harvey - President of the Moline Chamber of Commerce.
9. Mr. M. A. Kremer - Assistant Director of the Davenport Chamber of Commerce.

According to reports of people in the area, there did not seem to be the same kind of problems, especially with regard to women, as we have found in the rural defense areas. For this reason, we did not interview as many community leaders as usual.

Gen Files
Defense
Community
Needs

January 15, 1942

Plant Manager
Iowa Ordnance Plant
Burlington, Iowa

Dear Sir:

At the request of several Federal agencies this Bureau is making a survey of the community needs of women workers employed in ordnance plants in semi-rural areas. In this connection basic facts concerning women's employment in your shell loading plant will be necessary. Miss Elsie Wolfe of our staff will call upon you during the next week. May we have your cooperation and that of your personnel manager.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Copy sent to Miss Wolfe

Gen. File
D. 2
Community Fac.

January 15, 1942

Commanding Officer
Iowa Ordnance Plant
Burlington, Iowa

Dear Sir:

The Women's Bureau is working with the Office of the Under Secretary of War to bring about the most effective use of women in war production plants. To this end it is determining the community needs of women workers where they are or will be employed in large numbers in new industrial areas.

In this connection we have asked our field agent, Miss Elsie Wolfe, to call at the Iowa plant to determine the basic facts essential for interpretation of community needs. We hope we may have the cooperation of yourself as well as the plant manager.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

Copy sent to Miss Wolfe

STANDARD FORM NO. 64

VII IX

Office Memorandum • UNITED STATES GOVERNMENT

TO : Miss Frieda Miller, Director

DATE: February 13, 1945

FROM : Martha Ziegler M. Z.

SUBJECT:

WOMEN'S BUREAU
FEB 16 1945
DEPARTMENT OF LABOR

Attention Miss Manning

Recently I received a copy of the Minutes of a Conference on Child Care Needs in the Louisville, Ky. Labor Market Area. This material was sent to me from the Cleveland Office of C.W.S. at the request of Mr. Hillman of the Chicago Office of C.W.S. He knew of my interest in the Charleston-Jeffersonville, Ind. area.

I went over the report with the idea of picking excerpts to be sent to the Bureau but finally decided perhaps it would be just as well to have some complete copies of the report typed.

You may remember that the Hoosier Ordnance plant was one of the first [redacted] which Elsie Wolfe and I visited several years ago. Both of us thought it was a very well managed plant. I think the results of the child care survey made at the plant are rather interesting.

Incidantally, it is also rather interesting to note that Miss McCandless is still with the U.S.O. in the Jeffersonville-Charlestown area. Our original report on this area told, I believe, about the early difficulties of the U.S.O. in this area. Mr. Hillman tells me that Miss McCandless is now well established in the community. Evidently she has done a very good job.

I also received recently from the Community War Services a pamphlet concerning day care services available to children of working mothers in Illinois. Attached to this report were some statistics concerning employment in the Principal Labor Market Areas in Illinois. I thought that these statistics might be of some interest to the Bureau.

Minutes of
Conference on Child Care Needs and Resources in the Louisville, Kentucky Labor Market Area

Sponsored by
Office of Community War Services
Federal Security Agency
Regions V and VI
January 25, 1945
Conference Room, Kentucky State WMC Offices
620 South Fifth Street, Louisville, Ky.

Persons Present:

Mr. Arthur Hillman, Chairman	Assistant Regional Director, CWS, Revion VI
Mrs. Katharine Biehl Cline, Sec.	Administrative Assistant, CWS, Region V
Mr. Raymond A. Hoyer	Field Recreation Representative, CWS, Region VI
Mr. J. W. Langley	Utilization Consultant, WMC, Region V
Mr. W. H. Fraysure	WMC Director for Kentucky
Mr. Charles F. Francke	Chief, Div. of Manpower Utilization, Ky. WMC
Mr. Ben Bewley	Senior Consultant, Div. of Manpower Utilization Kentucky WMC
Miss Mila Schwartzbach	Regional Consultant in Child Welfare, U. S. Children's Bureau, Region V
Miss Beth Miller	Regional Consultant in Child Welfare, U. S. Children's Bureau, Region VI
Mr. Eri Hulbert	Regional Project Services Adviser, FPHA, Region VI
Mr. Thomas B. McCrocklin	Local Housing Manager, FPHA (Charleston)
Mrs. Ruth Neighbors	Bureau of Community Facilities, Division Office IV, FWA
Mr. Carroll Weisiger	Field Representative, Kentucky and southern Indiana, FWA
Dr. LeRoy J. Peterson	Consultant on School Services, U.S. Office of Education
Miss Bernice Orchard	Executive Secretary, Indiana State Committee on Care of Children in Wartime
Miss Mary Hollis	District Representative, (New Albany-Jeffersonville area) Indiana State Department of Public Welfare
Miss Ruth Pittman	Child Welfare Consultant, (New Albany-Jeffersonville area) Indiana State Department of Public Welfare
Mrs. Fred Bates Johnson	Chairman, Sub-Committee on Children of Working Mothers, Indiana State Committee on Care of Children in Wartime

Mr. C. R. Groves	Service Supt., Indiana Ordnance Works
Mr. J. B. Gallagher	Supervisor of Personnel, Indiana Ordnance Works
Mr. S. S. Wrobleski	Personnel Mgr., Hoosier Ordnance Works
Miss Geraldine B. Graham	Chairman, Louisville Day Care Committee
Miss Louise Diecks-	Acting Director, Louisville Dept. of Public Welfare
Mrs. Louise Wood	Exec. Sec., Council of Social Agencies, Louisville, Ky.
Miss Mary Stotsenburg	Exec. Sec., Community Chest, Louisville, Ky.
Mrs. Geraldine Taylor	Board of Education, Louisville, Ky.
Mr. Harold L. Brigham	Neighborhood House, Louisville, Ky.
Mr. Arthur R. Blythe	Township Trustee, Charleston, Ind.
Mr. Fred R. Davies	Director, Child Care Center, Charlestown, Ind.
Mr. Joseph Berauer	Chairman, Tenants' Council, Pleasant Ridge Housing Project, Charlestown, Ind.
Mr. Samuel Shannon	Mayor, Jeffersonville, Ind.
Mrs. Mary Hughes	Director, Clark County Dept. of Public Welfare
Miss Jerette Bamberg	Supervisor, Clark County Dept. of Public Welfare
Mr. W. E. Wilson	Clark County Supt. of Schools, Jeffersonville, Indiana
Miss Helen McCandless	Director, USO-YWCA, Jeffersonville, Ind.
Mr. Joseph Davis	Chairman, Tenants' Council, Eastlawn Housing Project, Jeffersonville, Ind.
Mr. Harry R. Davidson	Supt. of Schools, New Albany, Ind.
Mr. George W. Lasch	Business Manager of Schools, New Albany, Ind.
Mr. Virgil Summers	Director, Floyd County Dept. of Public Welfare
Miss Ruth Johantgen	Case Work Supervisor, Floyd County Dept. of Public Welfare

Persons Invited but not present:

Col. Kelly Lewis	Commanding Officer, Hoosier and Ordnance Plants
Mr. Roland Gray	Resident Manager, Hoosier Ordnance Plant
Mr. M. L. Valentine	Manager, Indiana Ordnance Plant
Dr. C. A. Rubado	Board of Education, Louisville, Ky.
Mr. Harley E. Talley	Assistant to Regional Director, CWS, Region V

Mr. Hillman introduced those present and stated that this meeting was called to present recent labor market developments in the Louisville Labor Market Area (Jefferson County, Kentucky, and Floyd and Clark Counties in Indiana) and to consider child care needs and resources.

Labor Market Developments and Anticipated Need for Child Care Facilities and Services

Mr. Francke presented labor market figures from records of the WMC ceiling program. These records cover 993 establishments with eight or more employees. Their aggregate payroll as of January 1 consisted of 146,296 employees (93,681 male and 52,615 female). Hereafter these reports will cover an additional 1,500 establishments with one to eight employees.

Mr. Francke then presented the following information on present and projected employment of women:

	Female Employment 1/1/45	Scheduled Increase by 7/1/45	Scheduled Increase by 12/1/45
Total in Area	52,615	5,100	2,900
Hoosier Ordnance	5,479	1,500	-
Indiana Ordnance	1,553	-	2,900*
Other Estab.	45,583	3,600**	NR

* Not to start until 6/45

** To replace non-essential male workers

This schedule means an increase of approximately 8,000 women workers--5,000 by July and another 3,000 by December--bringing total female employment to about 60,000.

Both Hoosier and Indiana Ordnance Plants employ women from 18 years up--they express no special age preference.

Report on Survey of Child Care Needs of Workers in Hoosier and Indiana Ordnance Plants.

Mr. Francke next read the questionnaire prepared jointly by his office, the Louisville day care committee and the two Ordnance Plants, for distribution to women workers at the two Ordnance Plants. He also read the tabulation (see attached) prepared by the Hoosier Plant on the 5,327 questionnaires distributed among its female employees. This plant has no rotating shift. According to this tabulation, only 54 women expressed an immediate need for child care facilities for children below school age. The residence of these 54 women is as follows:

Kentucky:

Louisville	20

Indiana:

New Albany	10
Charlestown	6
Jeffersonville	5
Salem	4
Corydon	2
Borden	1
Pekin	1
Austin	1
Leavenworth	1
English	1
Sellarsburg	1
Greenville	1

In addition, 28 mothers with 37 children six years of age and older reported that they were without satisfactory child care services.

These questionnaires also listed the names and addresses of 339 women acquaintenances who might be willing to work if child care services were available. Mr. Wrobleski indicated that he planned to follow up on these suggestions. He also agreed to tabulate the other questionnaires by place of residence, breaking Louisville down into districts. (Subsequent to the conference, arrangements were made for Miss Graham and Mr. Francke to submit to Mr. Wrobleski their suggestions as to additional tabulations that would be helpful.) Mr. Wrobleski emphasized the importance of the location of child care centers, saying mothers were not interested in using centers unless they were convenient, He also indicated that mothers do not necessarily leave employment because of lack of child care centers, but for such reasons as sickness of their children.

Mr. Gallagher reported that the tabulation of the questionnaires distributed at Indiana Ordnance Plant would be ready soon. The majority of the women at that plant (all but 400) are on rotating shifts which change weekly. This suggests a need for centers providing 24-hour service.

Present Child Care Facilities and Services

a. Jefferson County, Kentucky

Miss Graham outlined the present child care facilities in Louisville and in Jefferson Counties and expressed the opinion that they were adequate to meet the present demands for pre-school choldren. The ten centers are distributed as follows: seven in the city of Louisville (one Negro) operated by the city Board of Education, with the aid of Lanham funds; one in the county operated by the county Board of Education with the aid of Lanham funds; and two in the city (one Negro) operated by the Community Chest. Only the two centers operated by the Community Chest care for children of school age. None of the centers has any facilities for night care. Most of the centers are operating about at capacity and the mother seem to be well satisfied with the service.

Miss Graham stated that the 20 mothers listed in the Hoosier Ordnance survey as living in Louisville and having an immediate need for child care services for children below school age might justify the opening of another center. Because of its location in downtown Louisville, Neighborhood House Center could be used more by mothers crossing the river to work in Indiana. Miss Graham recognized the need for more school age care than Louisville has been able to provide to date.

The other persons representing child care interests in Louisville and Jefferson Counties substantiated Miss Graham's remarks. Miss Taylor stated that the centers operated by the Louisville Board of Education are all accepting new enrollees even though they are operating about at capacity. She also stated that the Board of Education is very cooperative and she was sure it would be willing to expand its program if the need were demonstrated. She emphasized the fact that use of new centers develops very slowly because parents must be educated to the need for such supervised care of their children. Another problem is that of transportation to and from centers--mothers usually drive to work with other workers who are unwilling to drive out of their way to drop children at centers and to pick them up after work.

At this point there was a brief reference to recreation facilities in Louisville. Miss Wood stated that the City Recreation Department operates four full-time recreation centers but these are inadequate. Miss Graham stated that last summer the Recreation Department considered a special program for children but found that it could not keep the children without feeding them (which it could not do) and also it could not discriminate and serve only choldren of working mothers.

Mr. Davis commented that on the basis of the present ratio of children served to women working there is indication that the additional 8,000 women workers will create a need for care for at least an additional 80 children:

500 children now in centers	. . . .	50,000 women now working
80 additional children	. . . .	8,000 additional women workers needed

General discussion of facilities in Louisville revealed:

1) care for children over six years of age is inadequate

2) there is practically no licensed foster day care program because of lack of foster homes

3) a central referral service would be very helpful

4) women must be educated to the advantages and need for nurseries

b. Floyd and Clark Counties, Indiana

Miss Orchard stated that early in the war effort several attempts had been made in Clark County to develop a child care program with Federal aid. It was held up first by the necessity for a 50 per cent community contribution. Later, Mr. Wilson, county superintendent of schools, prepared a county application and it was then learned that he was not eligible to make application. The application was divided and the part for Charlestown was submitted by Mr. Arthur Blythe, township trustee. No sponsor could be found in Jeffersonville. Thereafter, through the efforts of the Mayor, a private nursery (Marimid Nursery) was opened in Jeffersonville. After a brief period during which attendance was very low, the nursery, which charged $1.00 per day and was some distance from the public housing project, was closed.

Mr. Davis reported that in September, 1944, the Tenants' Council of Eastlawn Housing Project in Jeffersonville opened a nursery with local funds. Attendance at this Nursery, which also charges $1.00 per day, is from four to twelve children. The Tenant Council would like to apply for Lanham assistance but to date has not decided on a sponsor. In reply to an inquiry, Mrs. Neighbors stated that if no other acceptable sponsor could be found the FWA would accept sponsorship by the Tenants' Council if it incorporated and met other requirements.

Mr. Davies reported that Charlestown has a Lanham financed center (project 12-M-36) which is located at Pleasant Ridge Housing Project. It serves both pre-school and school-age children, with about two-thirds of the enrollment made up of pre-school children. The center has an enrollment of 90 and an average attendance, at present, of 57 which is unusually low and attributable to the weather. The center provides 24-hour care and encourages mothers working the late shift to leave their children over night rather than to rouse them when they finish work. In December the center served an average of 10 children per night, with a peak of 19 children.

Mr. Davidson, the new school superintendent in New Albany, stated that a warm lunch project for school children had been started in New Alabny. Also, the Board of Education has been very cooperative in transferring children from one school district to another for the convenience of working mothers. Mr. Davidson stated that if need for a child care program develops in New Albany the School Board would be willing to cooperate but would be unable to furnish funds.

In this connection Mrs. Neighbors stated that because of limitation of funds, the FWA cannot now process any new applications but will extend present programs and will accept new applications to be held in abeyance pending appropriation of funds.

During the discussion that followed the presentation of present child care programs, Mr. Hulbert outlined the tentative plans for new housing and community facilities in such housing. Present community facilities at Pleasant Ridge Housing Project should meet the needs of the 96 units to be added to the project to replace ones destroyed by tornado. If 650 to 1,200 other new units are built in Charlestown as recommended by the Regional NHA, standard community facilities would be provided. However, according to present arrangements, FPHA applies to FWA to build the child care facilities but, as has already been indicated, FWA is now short of funds. If the 1,200 units are built, they will probably be located in the same township as Pleasant Ridge. In reply to a suggestion by Mr. Blythe that the child care rooms be better arranged so that food does not have to be transported as at Pleasant Ridge, Mr. Hulbert stated that present standard plans take care of this.

Other points revealed during the general discussion of present facilities were:

1) Miss Orchard indicated that there are no licensed foster day care homes in either Floyd or Clark Counties.

2) Miss McCandless, Director of the USO in Jeffersonville, is concerned about the many children roaming the streets and emphasized the need for a supervised recreation program. She was supported by Mr. Blythe and Mrs. Hughes. Mr. Hoyer described efforts that have been made to encourage expansion of public recreation services and organization of scout troops, etc. to keep youth interested in wholesome activities and indicated the need for enlarging such programs.

3) Mr. Blythe pointed to the increased problems when the schools close for the summer and called attention to the problems of financing any comprehensive playground programs.

4) Mayor Shannon stated that Jeffersonville has only a very small fund for recreation and, consequently, will be unable to expand its program much.

5) Mr. Hoyer mentioned that there is a Community Council in Charlestown which has taken an active part in planning recreation services in the area.

6) Mr. Berauer described the recreation program for children and young people in Charlestown, which has USO leadership and tenant council support.

Plans to Meet Present and Future Needs

Summarizing the situation on the Indiana side of the river, Miss Orchard stated that present facilities in Charlestown, plus the standard facilities that would be provided in any additional public housing constructed in that community, appear to be satisfactory. The Major problems will be in Jeffersonville and New Albany. It was agreed that Mr. Summers and Mr. Davidson would work with Miss Orchard on the problems in New Albany. (After the meeting the representatives from Jeffersonville agreed to meet the following morning for further planning in that locality.)

It was also agreed that since intensive recruitment will be conducted in Louisville, that city as well as communities on the Indiana side of the river, where the public housing will be located, should prepare to expand services.

Mr. Hulbert outlined the variety of Federal funds that can be drawn upon for various programs serving children, citing experience in Badger, Wisconsin, as an example: (1) FPHA funds for community facilities; (2) Lanham funds for recreation maintenance and operation; (3) Lanham funds for child care programs; and (4) USO funds. In this connection, Mr. Hoyer stated that the USO is ready to expand its program in the Jeffersonville-Charlestown area.

In closing the meeting, Mr. Hillman listed the following needs and problems brought out during the conference as warranting further attention:

1) Inadequacy of service to school-age children, particularly in Louisville.

2) Inadequacy of foster day care program in Louisville.

3) Need for central referral service in Louisville.

4) Desirability of expanding recreation programs for school-age children throughout the area.

5) Desirability of a survey of child care needs in New Albany.

6) Need to expand the Eastlawn Child Care Center in Jeffersonville.

C O P Y

January 25, 1945

CHILD CARE SURVEY

Questionnaires distributed to female employees 5,327

Interviewed, not sufficiently interested to complete questionnaire...1,451

Women childless or with children over 6 years of age, not interested.3,410

Mothers now using Child Care Centers.............................. 13

Those with children under 6 years of age indicating satisfactory child care facilities.. 272

Expressing a willingness to use Child Care Centers................... 181

Of the 181 mothers expressing a willingness to use Child Care Centers, indicate satisfactory facilities at present time......... 99

NOTE: 31 of these women have 53 children 6 years old or older,
68 have 87 children under 6 years of age

There are.. 28

with 37 children 6 years old or older without satisfactory care services

And this leaves only 54

women expressing an immediate need for child care facilities with children below school age

NOTE: These 54 women have 68 children under 6 years of age, and 31 children 6 years old or older

- -

Completed questionnaires list the names of 339 women suggested as willing to work if child care services were available.

GOOD YEAR ENGINEERING CORPORATION

COPY

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GOOD YEAR ENGINEERING CORPORATION

Isadore Spring July 21, 1943

Mary E. Ireland

Elkton Study

In order to be in the U.S.E.S. office bright and early Wednesday, I took the 1:00 a.m. train which arrived in Elkton at 4:35 p.m. Tuesday. Since I had some time on my hands, and since I felt that for a complete understanding of the dynamics of the Elkton community almost everything was in a way pertinent, I sauntered over to the U.S.O. I made the acquaintance of Miss Ruth Robbins, who has replaced Rhoda Sutton who opened the center. Miss Robbins is on the mobile staff of the Y.W.C.A. and is temporarily loaned to take charge of the Elkton U.S.O. Miss Sutton is now on the National Staff of the Y.W.C.A., and still very much interested in what is happening in the Elkton community. My ulterior motive in this contact was to see how many of the 140 women interviewed by Miss Ewing's staff on the Postwar Study were known to the U.S.O. in terms of what had happened to them after they had been laid off at the plant. I was pleasantly surprised to find that some 20 of them had participated in U.S.O. activities and were known to the U.S.O. staff. Miss Robbins explained that almost every girl who was employed at Triumph had at some time been to the U.S.O. center and had taken some part in some of the activities, however the staff had special knowledge of only those who had taken part in some of the organized group activities. I had such a good time that I invited Miss Robbins to go out to dinner with me. At the restaurant we encountered two members of her staff, who at my suggestion, joined us. In this informal way I learned not only much of the U.S.O. activities being carried on in Elkton, but many of the undercurrents of the picture of an immature community's growing consciousness of its responsibilities in a war emergency and what it was going to be able to do through this awakening toward transferring this new acceptance of community responsibility to constructive activities which would become a permanent part of the normal peacetime community life of Elkton. First, I will tell something of what Miss Robbins told me of what had actually happened to the girls she knew who had been laid off; then I will tell something of Miss Robbin's struggles to get the Elkton people to gradually realize the community's obligation in providing for the physical and emotional well-being of the in-migrant Triumph workers through good housing and organized recreational activities and in so doing to gradually extend these things to meet the needs of the town's own young people.

Miss Robbins said that ~~for~~ most of the girls who had come to Elkton were from isolated rural communities and their work at Triumph had given them their first opportunity to participate in group activities and to make real friendships outside their family groups. The girls at the plant frequently worked together in groups of 4, 6, and 8 girls working as teams. In their work close friendships and an esprit de corps developed almost unconsciously. The U.S.O. activities gave them their first opportunity to participate in group activities such as pottery, leather crafts, sewing, cooking and other classes under professional leadership, and community dances and other recreational activities. When the lay-offs came, Miss Robbins said, the shock of having this new life upset and losing their friends was greater than the economic shock of losing their jobs.

Miss Robbins said, "After we have worked ourselves up to a lather trying to tet the girls to look for jobs they say, 'Why should we get jobs, we are getting $20 a week and the housing manager (F.P.H.A.) has said that he would get us a job and get buses to take us back and forth to our jobs.' I know the housing manager has these thoughts, but do the girls realize that that might not work out. We get along famously with Mr. Earl Alexander the Housing Manager, but this one point we are really worried about. We don't know whether the housing people are just trying to keep their jobs in trying to keep the building open or not. The people in town are very much upset because the girls are staying around. The police and well-meaning townspeople have talked to us (the U.S.O. staff) to see what we could do to start the girls on their way before their money runs out and they wear out their welcome borrowing from their girl friends or from soldiers and sailors--with two camps in the vicinity, we have lots of those."

Continuing Miss Robbins said, "After the lay-off of May 28, (from Triumph) many of the girls who had to work and who hadn't saved any money couldn't stand to not be working. They talked with the recruiter from Glenn L. Martin in Baltimore and signed up. Some went with the American Hammered Piston Ring Company in Baltimore. Another group went to Chilicothe, Ohio where they have a plant similar to the one at Triumph. The girls left almost immediately--within two or three days. I have never seen such hysteria. It was worse than a Christmas rush. The girls tied up their belongings in corrugated boxes. Most of the girls didn't know how to tie or wrap their boxes and their things spilled out. Everybody had to take a hand. Our staff fell to helping the girls get packed an on their way. The girls who had to work didn't let friendships and personal contacts figure in--they went on to their new jobs. Many of these girls were girls who had worked before and who had a sense of responsibility about not accenpting U.C. compensation as long as there was work and that work needed to be done."

It seems the Negro girls did not fare as well as the white girls in getting jobs. Mr. Griffin tried to make plant contacts with plants that could use either all white or all negro workers. He couldn't get any of the plants to change over and use negro help. The employment of Negros was 30 per cent higher than any of the plants on the Eastern Seaboard.

Miss Robbins said that she and members of her staff had been trying to get at this business of the girls not wanting to be bothered with going in and getting their releases because they could always get a job in a restaurant or as a clerk. She said they had been trying to get the girls to get jobs where they could use some of their newly learned skills and earn a better security than restaurant work would give. The girls realized that the skills they had learned were simple and the pay was high because of the danger of the work at Triumph. The girls who went with Glenn L. Martin and American Hammered Piston knew that they would have to go to welding school and they were happy to learn another skill.

The girls sit around the U.S.O. talking. Some have said they didn't want to go with the American Hammered Piston Ring Company because the girls who had gone there were having to work very hard and do heavy lifting. One girl said she wasn't going to strain herself. Another said she didn't want to work where she would have to start all over again. At Triumph even the girls working on dangerous materials only got 78 cents an hour. Because of the nature of the work they could only work about 10 minutes and then they had to go out in the fresh air for 10 minutes so it isn't unusual for them to find it hard to change to work of a different tempo.

When a girl comes to the U.S.O. she registers for a courtesy card. Such a card gives her the privilege of coming to all U.S.O. activities, whether at Singerly Village, at the U.S.O. recreation center, Hollingsworth Manor or at the Armory. Since the U.S.O. center was set up to serve the girls at Triumph who were doing war work, so there had to be some way of designating the workers entitled to U.S.O. privileges. Another type of designation was given the girls who were Junior Hostesses. The courtesy card gave the U.S.O a chance to know the girl. Before she was given the card, she was interviewed by one of the professional U.S.O. workers to see what she was interested in. The interview is a friendly sort of thing aimed at knowing the girl as a person, to find out whether she is alone or living with her family and whether or not she was having any fun, whether or not she attended church and if she did to direct her to church activities. If she were interested in sewing or cooking she was told of the U.S.O. classes. If she played a guitar, like many of the mountain girls do, she was asked if she would like to play in the mountain band which played for square dances. The girls laughingly talked about themselves as hillbillies but they didn't want anyone else to. If a girl was a Catholic she was listed separately so she would be on the invitation list for communion breakfasts and other activities the Church had for special days. Girls with special interests were turned over to group leaders who had groups working in such activities. If a girl had finished high school or had some college work she was watched as a possible leader. Most of the girls at Triumph had never had any kind of group experience. They had to learn how to fit into the group before they could learn leadership. Miss Robbins said the girls were either very shy or very aggressive--there didn't seem to be any in-between.

Work

So much of the work the girls did at Triumph was in small groups and there was a kind of sociability about it that the girls and women had not had in their mountain communities and which they found very satisfying. This made them ready and eager to participate in the group activities at the U.S.O. centers.

Word got around and soon people from the town and outlying communities began to find that they could go there and find out about almost anything that was going on in the community and they would drop in to find out how to send a money order to their son in the service, or to send him packages, or how to go about getting their daughter in the W.A.C.'s. Then there were the children five to twelve whose parents were working in war plants and who were fast becoming community problems--projects had to be started for them--and the U.S.O. took over something which was really a community responsibility and organized the U.S.O. Commandos for boys five to twelve. The thing that attracted them most was the showers and the shaving the service men did at the U.S.O. and they would be found slipping in to watch. The U.S.O. arranged for showers for the Commandos, many of whom did not live in homes with modern plumbing. Now special activities are organized for this group, hikes, crafts, anything constructive they are interested in. Many of these boys have been retarded in school and would not fit into Boy Scout activity. One of the drawing cards is at their meetings they always have something to eat--sandwiches, hot chocolate, or lemonade.

Then the high school youngsters saw the U.S.O. program going on and didn't understand why something couldn't be done for them. They could always thing of some excuse to get in the front door--usually to borrow the portable phonograph for a party or something for a school play. Finally they asked for a U.S.O. group of their own. One was organized and there are now 400 in that group. Arrangements were made through church groups and the Episcopal Church opened the parish house to this group two nights a week.

The girls of Elkton who were clerking in stores, working in banks, keeping books in small business establishments--who in another town might constitute a young business women's group, wishfully viewed the U.S.O. activities. This group was drawn into the activities in a group called the Wednesday Night Hostesses, and they have given the U.S.O. valued help as administrative volunteers who make up the operating committee and counsel. Miss Robbins remarked, "It really takes everybody in the town to keep the U.S.O. going." The business men and women have given their help and counsel and have gained satisfaction through serving and have learned how to do things in the way of community activity they never knew how to do before. As leaders of the community, they have learned how to work together. People of different church groups, and of different social and economic strata were thrown together, and they served admirably.

The service men from near-by camps swooped down on the town on Wednesday night and week-end passes. The U.S.O. organized a program in special crafts with these service men in mind. Whenever a special activity was organized, soon a similar activity would have to be organized to serve the needs of the people in the town.

Just as the girls at Triumph, who were learning to make their own dresses, tool beautiful leather pocketbooks, and make ceramic jewelry, were also learning to work and play and get along together--the people of the community were happily, constructively, and almost unconsciously, learning the principles of community organization in the solution of these emergency war problems which had been sharply thrust on a small over-burdened provincial community. While girls at the plant who had never learned to play games before were learning the intricacies of gin rummy, checkers, flinch, and Chinese checkers, the elders of the complex little community were learning how to make these things possible--not just for this group of in-migrants--but for their own.

Just as there is great divergence in attitudes, backgrounds, and interests of the war workers--there are sharp differences in the residents of Elkton itself. There is on one side the rather straight-laced religious groups and at the opposite pole--those who stoop to all the vices, and I am told, not to just a polite degree. The marriage racket still flourishes. The town has six paid solicitors, (by whom they are paid, I don't know) who walk up to couples on the street and ask them if they would like to get married. Taxi drivers, who get a cut, meet the trains. (None meet my train, but I found out it was because it got in at 4:35 p.m. and the courthouse closed at 5:00 p.m.) The taxi driver takes them to the courthouse and after they obtain the license to the minister, who asks 10 or 25 dollars or whatever he thinks theperson is able to pay. Couples have come to the U.S.O. who have had to give up rings, bracelets, and other personal effects and who after the ceremony are left without enough money to get home. Through bitter experience of their friends and buddies some of the servicemen are learning to tell these solicitors they have made their own plans. When a couple comes to the U.S.O. the staff arranges for either a church wedding or a wedding in the U.S.O. parlor with a real minister or priest, with a reception at the U.S.O. center afterwards. It is important that these young people remember their wedding as a happy experience rather than one of economic crisis.

The city of Elkton, that had done little toward solving its own problems of vice and fraud connected with the marriage racket, was forced to the consideration of some of the problems caused by the influx of workers who at the peak of production in 1944 totaled some 11,000.

To meet the housing shortage through F.H.A. three housing projects were built each with community recreational buildings; Singerly Village for White girls; Hollingsworth Manor for white family groups; and Booth Village for colored girls.

Some of the girls who were recruited from the hills of West Virginia came from floorless mountain shacks where the whole family slept in one room. Families were large, and children who had witnessed the cycle of life from birth to death unfold, had a sex precociousness beyond their years. The girls know too much. With the influx of service men this had its problems. The work at the plant was both monotonous and extremely dangerous--the work for the most part was easy so with all their pent-up energy, they needed large muscle activity. Dancing seemed the best answer for most girls already knew how to dance and dancing classes were organized for those who were awkward or timid. Even these supervised dances brought with them so many attendant problems, that sometimes the weary U.S.O. staff wondered if they could stand to have another dance. Pool tables, ping pong, craft and putter shops helped to solve the problem.

It is not unusual to see that three years of this type of experience would give the girls a change of values. Miss Robbins said she had gone shopping with some of the girls and had watched their reactions when they compared the quality of the merchandise in the stores with a dress, a leather pocketbook or a bit of ceramic jewelry they had designed and made themselves. In a larger but more intangible way there have been changes in the personal relationships of the girls and their growing awareness of community and group responsibility. Now that the plant is closing down and all this is threatened with being cast to the fore winds--one wonders--will it be lost? It is Miss Robbins' belief that wherever these girls go they will take some part of this group experience with them, and whether they go back to the Hills of West Virginia, the coal mines of Pennsylvania, or little towns in South Carolina, you will find them getting little groups together to do things.

It might be well, also, to ask, what is going to happen to the city of Elkton? If the plant shuts down on Monday--what will happen on Tuesday? What will happen to the community services that their own young people have participated in? Is there danger of the community losing more than the Triumph payroll--will the community forget what it has learned about community organization and slup back into its former lethargy? Miss Robbins does not think this will be true. It is true that the Y.W.C.A. will probably withdraw part, if not all, of its temporery help, the staff members of the U.S.O. that have been furnished by Council of Churches, the Catholic Community Services, and other groups may be retained. If support from the National organizations is withdrawn, the community, will, no doubt, retain them. The community leaders who had directed the activities of the U.S.O. had already prepared a letter which was to be sent to old residents and leaders of Elkton asking for an expression of opinion about continuing some of these new community services brought in by the U.S.O. as a permanent part of their community planning and asking for suggestions and help. Three days before the final lay-offs these mimeographed letters were ready for mailing.

7 who
[illegible]

What is happening to the workers who have been and are being laid off? The partial answer to this was found through talking to Mrs. Gladys Doan, Project Service Advisor, Singerly Village, Mrs. Bernice Frankford, Staff Aide, Booth Village, Mr. Jacobs, who handles race relations at Triumph and others. (Miss Robbins, after dinner, asked if I would like to see the housing projects and drove me by to see them in her car. The information I picked up was informal but some of it pertinent.) I also talked with Mr. William Griffin, Manager of the U.S.E.S Office in Elkton.

Mrs. Doan said she thought a lot of the girls were taking some time off to rest. Many of them are staying on at Singerly Village because they enjoy their friends and are using money they have saved up. In some instances they are drawing U.C. compensation until they figure out what they are going to do. Some of the girls don't even apply for compensation. They want to stay around for a little while and just rest. If they sign up with U.C. they have to take a job right away. The girls like Singerly Village and don't want to leave it. It is like home to them. Mrs. Doan who has been at the project longest is affectionately known as grandma, and Miss Weiner as mom. When the girls leave the project keeps a record of their home address and their forwarding address, and it is not infrequent for the girls to write back. There chief inquiry is, "Is there any employment around there? If there is I would like to come back."

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At Booth Village recreation center we found a group of people visiting. Among them Mr. Jacobs. Mr. Jacobs said that the company was having exit interviews because of the W.L.B. ruling concerning salary adjustments might be retroactive and the company needed to know correct forwarding addresses so that checks could be forwarded. Also complete records are kept and lay-off's are on the basis of seniority in accordance with the U.M.W. contract.

Mr. Jacobs said Bethlehem Steel man was trying to recruit negro workers--mostly men and he was not too successful. His prediction was that not more than ten men would be recruited. When I wondered about the reason, Mr. Jacobs said, "Well, my people are 'scarey'--so am I. We are not only quite shakey--We don't believe nuthin. If Bethlehem Steel had a Negro in personnel they would recruit twice as fast. Negroes don't accept employment methods of recruiting." I wondered about the recruiting methods Mr. Jacobs had used, since he had done most of the recruiting of Negro workers at Triumph. "Well", said Mr. Jacobs, "if I wanted to recruit workers I would go into a town and I would call on the Baptist minister, the Methodist minister, and the Priest, and the Doctor or towns' person the people believe in and by tomorrow morning I would have to get some benches."

In explaining the troubles Negroes have in plants, Mr. Jacobs told us something of his problems at Triumph. He said, "Negroes have the feeling that they are just working and being worked. They work in the plant and come to the "draw window". They nearly all have to draw. They don't look like "Gary Coopers"--they don't present a very good appearance and likely as not when they get there the money is actually gone. Triumph has had as high as $10,000 go out through the draw window. There was an incident of a Negro man's house burning down. He didn't have a telephone and if he had had he wouln't have known how to use it. He had a wife and three kids, one in arms. After the fire they spent the night in somebody's truck. When he got to the draw window the money had run out. The man walked out sadly without making his needs known. The next day it was straightened out and everybody was sorry. The man was loaned $50 and a place was found for him to stay--yet there should have been a way to take care of this emergency the day it happened. Plants who want to recruit and keep Negro help should set up an office equipped to take care of anything that can happen to a Negro and with someone in charge who they can trust and who talks their language."

Negro morale

Mr. Jacobs recounted some of the things that had happened at Triumph. He said, "I remember a man dying. He left a wife and a sweetheart. His wife had left him. His wife had a child and his sweetheart had a child and the man's mother was looking after the two children. The point of controversy was a $1,000 life insurance policy. These people came to the plant--there was a big noise--and everybody talking at once. It was laughable and tragic. The plant sent for me. Until that time everybody had been standing. I took them into my office. They had an office to come to. It is part of a person's pride that they have an office where they can sit down and talk and where they know they are welcome. I said, now begin at the beginning. The tale was so complicated, I said, now, I'm going home with you tonight--who is going to fix my supper. I took them down home in my car. The man's mother was looking after the two children and doing the cooking. I observed that the mother was doing most of the work and said she ought to get a cut, and the wife and the sweetheart ought to be on about even terms since they both had a child. I proposed that Mom, who was doing the work get 60 per cent, and the wife 20 per cent and the sweetheart 20 per cent, knowing that if either of them ran out of money they would put a 'beg' in to Mom. Such problems would be difficult for a white personnel office to handle."

Another time a man whose wife had left him came to Mr. Jacobs. He had been waiting for his wife every night at the plant door and she had been giving him the slip. He asked Mr. Jacobs to'scare his wife home'. Mr. Jacobs said, "Spose,I scare her home, you going to beat her?" "No, No", the man said, "but if you don't scare her home I am going to chase her and beat her." "I found the wife", Mr Jacobs said, and told her, "You've got a gold mine and you don't know it. You had better go on home--and if you don't you may not be working here much longer because we are not going to have all this fuss going on." Mr. Jacobs said he took her home and her husband was waiting for her with a new dress he had bought. A month later he said the husband wrote him a letter saying, "My wife has left me again--I guess she don't love me any more--but thank you for trying, Mr. Jacobs--You're a fine man."

Mr. Jacobs said that a few jobs had been offered Negroes at Indian Head but the "housing wasn't what it was cracked up to be." About ten girls went. The man at Edgewood Arsenal, Mr. Jacobs said, wants only men. Mr. Jacobs said the Negro girls would have accepted employment at a beginning wage of 65 cents an hour if they could be guaranteen fair housing conditions because many of the girls "definitely didn't want to go home." Mr. Jacobs said, "These girls are spending the wages they have saved, hoping against hope for a job. The answer is--that we are not acceptable to industry."

On the way home, Miss Robbins explained some of the difficulties in getting new ideas accepted in this small arch-conservative little community. She said, "It has to be 'Pop' who says its all right. A man who has been in Elkton 25 years can sponsor something and it is subject to question, but someone who has lived here all his life and his family for generations can sponsor the same thing and it is all right." It has taken skill to get the 'Pops' of the community

Community
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to champion the right things so the people in the community will do something about them.

Long before the cutbacks, Miss Robbins had been talking to the more substantial citizens of the community in terms of what they would do when the war was over and real cutbacks came in terms of the community taking over the activities that had been sponsored by the U.S.O. as emergency measures. However it was not until the real cutback came May 28, 1945 and there was a large lay-off that the community began to think of action. Various leaders of the town got together and said, "We have been talking about these things as individuals but nobody is taking any action--something has to be done." The chairman of the meeting proposed that they appoint a temporary community planning committee to discuss the needs of the community and see about setting up a recreational program to meet these needs. They carefully selected a group of responsible men and women to serve on this committee. Three meetings have been held. Miss Robbins does not attend these meetings. She said, "If I went they would depend on me and they need to try their own wings. I am available for counsel if they get stuck." This committee prepared a letter (This is the same letter I referred to on page 5.) which is to go to 1500 residents of Elkton, outlining the needs of the city for a planned recreation program and stating what the committee thought should be done to meet these needs. A post card was enclosed so that each person receiving the letter could register approval or disapproval of the committee's suggestions and list his own suggestions. This action, coming as it does from responsible leaders of the community, seems significant.

Community committee

Wednesday, July 18, I had lunch with Mr. Michael Amalfitano, President of the United Mine Workers District 50, Local 12774. Mr. Amalfitano said, "Personally I am disappointed in the attitude of the company. The employees of the company had heard that the Noma Electric Company was interested in buying the Triumph stock. Newspaper reports supported this rumor, but so far nothing has happened. Had they taken the company over it would have given employment to 2,500 people. The people who have come here have found out this is a pretty nice part of the world. They have established themselves here and in many cases brought their families, and their children's families here with them. In the lay-off of last May we found that everyone who had had a job before the lay-off would have been very glad to continue if their work had not been forcibly terminated. On the whole people were sorry they had to get out of this area. The union took an opinion poll and 95 per cent of the people who were laid off wanted to stay in this area, and if possible to remain at Triumph. The poll was taken about a month before the lay-off. Most of the people regretted leaving before the war was over and before their men folks were home from the service. Many of the service men's wives and sweethearts had hoped their men folks would find this area as inviting as they had. They had made new contacts and new friends and had learned to do a job, and because of that they wanted to stay here. Many of the people who are leaving stop to see us, or if they come through Elkton looking for work they stop in to say 'hello' and they tell us they are heading for Baltimore, Wilmington, Philadelphia or wherever they are going.

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When the last lay-offs came, starting July 16, quite a few of the girls have said they were going to stay around here. Nellie Chaffin and Rose Crawford went to look for work in Wilmington. Other girls went to Baltimore and got themselves jobs at the American Hammered Piston Ring Company. One girl I

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know is going home but I don't think she plans to stay there. One girl who is still working at the plant plans to quit and go to Wilmington to Work. The men, especially those with families, I know are going to try to get work in the vicinity. I talked to a man Sunday who said he has 700 acres of land in Arkansas and he and his family are going there as soon as work becomes scarce here. He is very proud. His land is 'bought and paid for', and ready for him as soon as the family is ready to go. I know of another man who quit recently who has managed to accumulate $9,000. He had three daughters and a wife, a total of five people working. They came here from West Virginia. The family decided on their objective, and through meager living and rigid saving over a period of three years had pooled this amount. The people who told me about this man said he came into the plant and pulled out ninety $100 bills and said, ' I am going home and buy a farm.' This farm represented the equivalent of 15 man years, and the whole family had done without things to get it. If you publish these stories keep in mind these are normal people and pretty darn good. I don't mean to say they are all that way--there are bad apples in every barrel, but the papers seem to pin it on these people as if they were all ignorant. If they would look into the production records of these people, they would find they never growled, they never struck, and they did their patriotic duty. Another thing that is peculiar--and that is the amazing small number of robberies. I don't know whether these people are used to not locking their cabins or what but there is little taking of other people's property. It doesn't happen often enough to talk about. I don't think the newspaper stories were fair to these people. They should stress both sides."

Mr. Amalfitano continued in a more personal vein outlining the activities of the union. He said, " I have been at Triumph two years this coming month. The election came off August 1943. As soon as the results of the election were known the company was organized by the U.M.W. This has been scarcely two years ago. Since then the union has made large strides and it has become a very responsible organization. This plant shut-down is unfortunate. I have watched the union grow, ironing out the wrinkles of labor troubles, and we were getting to the point where we had developed certain methods and procedures and had established efficiency in getting things the workers wanted and in educating the workers in the value of belonging to the union. It makes me feel bad to think we will lose everything we have gained.

Miss Cannon

MARYLAND

1/ List of Projects Approved by President for Defense Areas

LOCATION OF PROJECT	TYPE OF PROJECT	DATE APPROVED BY PRESIDENT AND AMOUNT OF CONTRACT
Baltimore County	Disposal Plant Sur	4/6/42/ - $900,000.00
" "	Waterworks Add	12/29/41- 56,000.00 Construction started 4/20/42
" "	Sanitary Sewer Add	12/29/41- 45,000.00 started 4/11/42
Near Baltimore "	Watermains	2/18/42- 1,077,945.00 Contract awarded 4/13/42
Baltimore County	Schools	4/6/42 - 461,000.00
" "	Recreation Center	9/27/41- 150,000.00
Baltimore City	Schools	1/23/42- 132,000.00 Contract awarded 5/5/42
Baltimore City	Hospital add	5/1/42 - 500,000.00
" "	Schools	1/23/42- 409,000.00
Elkton Maryland	Hospital	11/27/41- 240,000.00 Contract awarded 4/13/42
Aberdeen and Edgewood	Schools	1/23/42- 161,000.00
Aberdeen	Recreation Bldg.	9/27/41- 86,500.00
"	Water Works Sur.	2/20/42- 5,000.00 Construction began 4/13/42
Havre de Grace	Hospital	9/23/41 222,000.00 Contract awarded 4/13/42
Laurel	Recreation Bldg.	9/15/41- 82,000.00
Annapolis	" "	10/7/41 - 74,600.00
Edgewood	" "	10/2/41 - 33,000.00
Greenbelt	Schools	1/20/42- 400,000.00
Anne Arundel Co.	Water Works Add.	11/1/41 - 65,000.00 Construction began 3/9/42
" " "	Schools	4/8/42 - 90,000.00

1/ Information secured in Regional Office of Defense, Health and Welfare

FEDERAL SECURITY AGENCY
OFFICE OF DEFENSE HEALTH AND WELFARE SERVICES

OFFICE OF THE
REGIONAL DIRECTOR

Region IV
Social Security Board
1025 Vermont Ave., NW
Washington, D.C.

June 11, 1942

WOMEN'S BUREAU
JUN 1[illegible]
DEPARTMENT OF LABOR

Miss Mary Cannon,
c/o Women's Bureau,
Department of Labor,
Washington, D.C.

Dear Miss Cannon:

I thought you might be interested in the enclosed information on Elkton, Maryland.

Sincerely yours,

J I Neasmith

John I. Neasmith,
Acting Regional Recreation
Representatives

Enclosure

FOR DEFENSE
BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

/

June 9,1942

ELKTON, MARYLAND - Recreation

Facilities

Local—The new high school has a large auditorimm which the officials will make available for recreation purposes whenever needed. Its spacious grounds are available for a large variety of outdoor activities. The Armory can also be used as well as the several church parlors and other local facilities which are generally available in communities of this size. The Recreation Committee, organizations, and agencies are now most willing and interested in cooperating not only in use of facilities but in assisting on program.

Public—The Farm Security Administration has tentative plans for the providing of an adequate social recreation building and a cafeteria (privately operated) adjacent to the present Women's dormitories. It is anticipated that these facilities will be provided when the next group of dormitories are constructed.

In connection with the development of the family housing unit by the Farm Security Administration recreation rooms and outdoor facilities are planned.

Program

A non-certified WPA recreation director has been assigned to the Women's dormitories. The USO has approved a Women's operation. Both of these agencies plan to use existing facilities for program purposes.

The advent of the WPA recreation director has been received most enthusiastically by the girls—women workers— and the community. Two days after her arrival, about the middle of last month, a church offered all of its facilities if she would provide the supervision. WPA will provide an assistant just as soon as one is available.

The following is quoted from Mr. Maurice B. Field, Field Recreation Representative's report dated June 1, 1942:-

> "The first War Worker's Dance, sponsored cooperatively by the Recreation Committee, the Dormitories management, the WPA and this Field Representative, was held Saturday, May 23, in the Elkton State Armory. The hall was beautifully decorated by a committee of the girls, the WPA furnished the orchestra, and I was M.C. for the dance program. The Military Police officer was so impressed

with the set-up that he instructed his men to invite the soldiers in town to the dance stating that 'He would much rather see them there than the places they were hanging out in now.' By 10:30 we had at least 150 couples on the floor and they were having 'the best time since they had come to Elkton.' I think this is significant because this is the first activity for the 'War Worker' here that has met with much success. The next one is planned for Saturday, June 16."

John I. Neasmith,
(Acting) Regional Recreation Representative

jin:ed

May 20, 1942

Mr. John Neasmith
Division of Recreation
Region IV, Social Security Board
1025 Vermont Avenue, N. W.
Washington, D. C.

My dear Mr. Neasmith:

So you have the last information we have had on recreation for the dormitories at Elkton, I am taking the following from a report dated April 30:

Recreational facilities in dormitory.

Ping-Pong tables have been built for the lounge in each dormitory; Mr. Ackerman and his assistants have made a softball field for the girls on the grounds and a recreation field will be built back of the prospective cafeteria on a road by the dormitories which is to be blocked off. Three sewing machines have been ordered, and some elementary school teachers from Elkton have agreed to come over and instruct the girls in knitting, sewing, etc. There were plans for the WPA staff to help with the recreational program. Triumph Explosives has furnished some equipment such as softball bats, mits, etc.

Mr. Ackerman stated that the residents of Elkton were willing to open their recreational facilities to the girls but have not shown much interest in working with them directly. With the use of the high school gymnasium, the girls have dances which are planned by representatives from a council set up in each dormitory unit. They have organized a bowling league which uses the Elkton alleys, and are planning to enter a tournament soon.

Mr. Ackerman does not think that a recreation building near the dormitories is necessary. He believes existing facilities are sufficient at present if used to the fullest extent. There is a need, however, for breaking down the social barrier between the townspeople and the dormitory girls.

The dormitories at Aberdeen were visited on the same trip and the report on recreational facilities is as follows:

There is a lobby in the dormitory which is also the entrance hall. It is supplied with lounging chairs, card tables, writing tables, the candy and cigarette canteens. Girls may entertain dates here until midnight. As far as organized sports are concerned, Mr. Pierpont stated that the field space had been made available but that the men would have to prepare it themselves. He stated that girls were more enthusiastic about these recreational improvements than the men. There is no WPA in the town, and the USO is primarily for Service Men (there are 15,000 within a 4 mile area). However, the girls may drop into the new USO club and use ping-pong tables, etc. They are always invited to civilian dances, but not, as a rule, to the military dances. One worker said that many of the girls get invited by the officers to dances at the nearby Officers' Club. The movies at Aberdeen are not adequate, the time of showing the picture is irregular and due to blue laws there is no Sunday movie. However, many girls ride to nearby Havre de Grace either by bus or in their own cars. The management is trying to arrange for a library. It is hoped that a traveling library can be obtained from Baltimore. Many of the girls wanted to solve the problem by purchasing books cooperatively and starting a small scale lending library.

The dormitories are almost entirely self governing, with only F.S.A. regulations. Each dormitory has its own council. Then representatives belong to a general council which is headed by a general chairman. Recreational problems are to be settled here, programs planned, and disciplinary matters worked out.

The manager stated that the hostility towards the girls by the townspeople has been broken down.

I appreciated very much your calling me Friday to tell me something is being done for Elkton.

Yours sincerely,

Mary Cannon.

MC:
MNO

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April 28, 1942

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1025 Vermont Avenue, N. W.
Washington, D. C.

My dear Mr. Neasmith:

I have tried to see you to talk with you about the need for recreational facilities at Elkton, Maryland, but have not been able to reach you when you were in Washington.

I made a return visit to Elkton, February 25 and 26, and am enclosing part of the report on that visit. Maybe something has been done in the meantime, but if not I want to recommend the situation to you for your consideration. Mr. Austin Wheeler, who, as you will see in the report, is chairman of the Bureau of Community Services, seemed very capable, and was interested in getting something done.

I spoke to Miss Helen Rowe about Elkton when she was in my office yesterday.

I am leaving Washington this afternoon for a week, but will hope to talk with you after I return May 5.

Sincerely yours,

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ELKTON, MARYLAND

According to reports given at the Regional Advisory Council meeting, April 13, in Washington, there are now 4,900 persons employed by the two plants making explosives; 2,800 are to be added within the next six months, and of this number 2,200 will be female laborers.

Two units of the dormitories built by Farm Security are occupied by women (There is room for 126 women.). The only recreation provision in or near the dormitories is the small lounge in each one. There is ample open space around the dormitories. (February 25 and 26 1942)

Existing Facilities -

(a) Bowling alleys. There are 10 alleys, busy at night after seven with numerous leagues.

(b) One movie.

(c) County Library in a small but new and attractive location in the center of town. Open Monday and Friday afternoons from 3 to 5, and Wednesday and Saturday evenings from seven to nine. There is one small reading table. The librarians said some defense workers are using the library.

(d) High school can be used but Mr. Wheeler said it is too far from the center of town. (This may not be a handicap now that the weather is nice, and people want to be out of doors.)

Recreation (February 25 and 26, 1942)

Mr. Austin Wheeler is chairman of the Bureau of Community Services, a committee representative of town and county groups. He was very much concerned about the recreation problem and had some plans made for a big recreational evening after the dormitories open. Four dances have been held in the armory this winter, but at present the armory is not available.

Mr. Wheeler sees the need for a club house in the center of town, where people can drop in. He has found an "ideal house" with three floors that would have enough space for a lounge, game rooms with pool and pingpong tables, smaller meeting rooms, facilities for refreshments. Unfortunately, the owner will not rent the house, only sell it. Mr. Wheeler thinks organized recreation is impossible at present because of the rotation of shifts, and the lack of contact with the workers. He thinks a U.S.O. worker would be accepted in the community if he or she be part of the community and not an outsider.

Miss Sarah Crosby, U.S.O. worker from Baltimore, recently spent some time in Elkton. The local people did not know of any plans as a result of her visit.

Mrs. Williams, head of the Children's Aid Society sees the need of a center also. She thinks it should include meeting space for Girl Scouts and similar organizations, and not be just for defense workers. In that way the community would give it more support. She thinks a U. S. O. worker should help with the most urgent community problem which she believes is with children, especially during the summer time.

March 2, 1942

Mr. Austin P. Wheeler,
Elkton, Maryland

My dear Mr. Wheeler:

I made inquiries yesterday about the way for you to proceed in getting help for your recreation center. You should make application to the Regional Office of Defense and the person to whom you should write is Mr. James Rodgers, Regional Recreation Representative, % Social Security Board, 1025 Vermont Avenue, N.W., Washington, D.C.

It would probably be best to state your problem, tell him about your committee, about the house which you think is the best solution and ask him to send some one to see if Federal aid could be given. Be sure to tell him the situation is urgent.

If this procedure does not bring results, will you please let me know.

Yours sincerely,

Mary, M. Cannon

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Conference Nov 26, 1941

Crawley
Helen Crowley J W
Mrs. Hooley,
Miss Helen Porter } Catholic Welfare.

Trav. Aid. not rep.

Miss Long.
Di: Community

Women's Bureau
U. S. Department of Labor
Washington

November 25, 1941

Women Workers' Problems in Small Defense Communities.

A survey of conditions in the Aberdeen-Elkton defense area of Maryland and the Dublin-Radford area of Virginia revealed the same living problems for women workers. It seemed advisable to consider these and make recommendations before the problems increased as the numbers of women brought into these and similar communities increased.

In Aberdeen 412 women office workers and approximately 25 post exchange girls were brought in to meet the needs of the Proving Ground. In Elkton 1500 factory women and 40 office girls are employed and approximately 1000 others will be brought in to meet the needs of the Triumph Explosive Company and the National Fire Works Company.

In Dublin 476 factory women and approximately 50 office girls are employed and approximately 500 women will be brought in to meet the bag loading plant needs. In Radford there are 309 women employed in the powder plant offices and in the War Department offices.

1. **Housing Situation**

In each of these areas nearby towns are small and afford no regular facilities for an increasing population. The attitude of many private home owners is such that women workers are not welcomed in their homes although they offer their homes to men.

Therefore, dormitories have been urged by the community as a solution of the woman worker housing problem. Such dormitories were built by the Farm Security Administration at Aberdeen. They did not attract the women and all save one have been turned over to men.

As the same type of dormitory under similar conditions is planned for Elkton and Dublin, changes should be made before these dormitories are completed.

a. Dormitories are located at some distance from town.

b. Dormitories have no food facilities and none nearby.

c. Dormitories have only one small living room for 52 women.

d. Room rents seem high in relation to earnings of factory or post exchange girls.

2. **Recreation Facilities**

a. Facilities needed in or adjacent to dormitories for daily use of girls coming off different shifts.

b

2. Town facilities needed for more formal recreation.

a

3. Interest of women workers must be developed in such facilities.

3. Food Situation

Private food facilities in towns while regarded as satisfactory by town's people are too far from dormitory locations for daily use.

Cafeteria at plant located in relation to plant rather than dormitories.

Farm Security Act does not permit serving food in dormitories.

Women's Bureau
U. S. Department of Labor
Washington

November 14, 1941

1. Area affected by defense plants.

A. Defense plants

Triumph Explosive Company National Fireworks Company	Each plant about 2 miles from Elkton.

B. Towns within area from which community is feasible

	1940 Population	Economic Structure
Elkton, Maryland	3,518	County Seat - no other industries employing any number of women outside of the explosives plants except one hosiery mill. Estimated - it has 100 to 150 employees, mostly young women.
Chesapeake City Maryland	1,094	Is on canal between Delaware River and Chesapeake Bay. Canal very busy and many men employed in connection with it. No large industries employing women.
Newark, Delaware	4,502	University of Delaware located here. Does not appear to be primarily an industrial town. (Rumor was heard that Chrysler Company has bought land and may build a large plant in the future.)
Northeast, Maryland	1,328	Almost no industry. Fishing said to be one of chief occupations.

Other small towns in Cecil County:
Perryville (729); Port Deposit (883); and Rising Sun (529).

C. Characteristics of surrounding rural area:

Primarily small farms, some dairy farming.

D. Outlying area - Great concentration of defense industries around Wilmington, Chester, and Philadelphia on the north and at Aberdeen, Edgewood, Middle River, and Baltimore on the south.

2. Agency Coordinating Facilities needed for influx of defense workers.

Organization of Cecil County Defense Council

An act of the General Assembly of Maryland, creating the "Maryland Council of Defense," was enacted at the 1941 Session, naming certain original members of the Council, prescribing its powers and duties. By the authority of the act, District Councils were created throughout the State with members appointed by the Governor. W. Frank Roberts of Baltimore is chairman and Isaac A. George, Executive Director of the State Council of Defense, under which the local councils function.

Subsequently Governor Herbert R. O'Connor appointed John H. Minster and J. Ben Decker as members of the Eastern Shore District Council, representing Cecil County. Serving with them are Richard S. Dodson (Talbot) Chairman, Edgar A. Jones (Somerset) Vice-chairman, William R. Horney (Queen Anne's) Secretary, Joseph M. Eaton (Caroline, Granville Hooper (Dorchester), I. Virgil Hitchens (Wicomico) and Charles L. Mason (Worcester).

The first meeting was held in Easton August 6th, at which time it was determined that due to the nature of emergency in Cecil County, created by expansion of defense industries, the Cecil County Defense Council would organize along lines best suited to meet needs and changing conditions in the County.

Following this, on August 14th, announcement was made that offices of the Defense Council had been opened in the Court House and Mrs. Margaret E. Cronin appointed as executive coordinator. The purposes of the Defense Council were defined as follows: "to coordinate civic and civilian defense activities, working in complete collaboration with the State and National Councils under whose supervision it functions." Also, "efforts will be directed towards National problems that are important in America's defense program, interpreting and adjusting them in accordance with local conditions and needs."

On the appointment of the Steering Committee, on September 11, the function of the Defense Council was further clarified, as follows: "to direct and coordinate activities of municipal and county organizations and citizens, see that proper committees are formed and, in general, act as coordinators and advisors as the plans, instructions and programs are received from Federal and

State authorities. Existing agencies, public and private, will be used wherever feasible. Efforts will be made to avoid duplication of activities, and programs or projects undertaken by various agencies and clubs will be fitted into the whole.

To direct the activities of the Defense Council a Steering Committee was appointed to analyze prevailing emergency and community defense problems and plan constructive programs of activity. Serving on this committee are Mayor H. H. Mitchell, Edwin S. Dorcus, County Treasurer, Lawson C. Tosh, President County Commissioners, H. E. McBride, County School Superintendent, Dr. C. A. Kane, County Health Officer, E. D. E. Rollins, State's Attorney, F. duPont Thomson, Murray J. Ewing and Omar D. Crothers. Representing the various organizations particularly active on defense problems are: Mrs. R. C. Dodson, County Chairman of American Red Cross, Mrs. James W. Hughes, County Chairman of the Women's Division of the Defense Council, Major Wallace Willaism, representing the Home Guards and W. W. Boulden, the American Legion.

On October 1, the Steering Committee announced the creation of five major committees, as follows:

Defense Housing - to be responsible for anticipating the need and arranging for adequate housing facilities for defense and related workers and their dependents. Mayor H. H. Mitchell, chairman, Mr. Edwin S. Dorcus, co-chairman and Mr. duPont Thomson.

Defense Health and Welfare Bureau - to act as a clearing house for all programs and activities relating to the health, welfare and well-being of the defense workers. Dr. C. A. Kane, chairman, Mr. Omar D. Crothers, Co-chairman.

Bureau of Community Services - to organize and direct activities and projects educational and recreational in character and assimulative in purpose. All community services and service clubs will function under this bureau. Mr. H. E. McBride, chairman.

Local Organization of Civilian Protection - to direct all activities relative to Civilian Defense. This committee will carry out the program recommended by the U. S. Office of Civilian Defense. Major Wallace Williams, chairman, Mr. Warren W. Boulden, co-chairman, Mr. A. D. E. Rollins, chief Air Raid Warden.

Publicity and Promotion - to direct publicity and arrange other activities not taken care of by other committees. Mr. Murray J. Ewing, chairman and Mr. Lawson G. Tosh, co-chairman.

The Red Cross and Women's Division of the Defense Council are under the direction of Mrs. R. C. Doson and Mrs. James W. Hughes, respectively.

Many of the above committees have been organized and are active as announced in the local papers from time to time. Others will be announced in the near future.

Salary of Mrs. Cronin is being paid by Triumph Co. and of Mrs. Reynolds, who takes charge of room registry, being paid by National Fireworks Company. Office space and stationery furnished by the County.

3. Adequacy of Utilities

Survey for U. S. Housing Coordinator indicated minimum of 100 additional families could be served by present water supply. Somewhat uncertain about sewerage. Mrs. Cronin of Defense Council felt both water supply and sewerage system inadequate for much expansion.of housing.

4. Transportation

Some train service between Elkton and nearby towns but very few workers believed to ride the trains. (See attached timetable). Greyhound bus line runs through Elkton, North East, Perryville, etc. one bus about every two hours.

However, no local bus service between Elkton and the two munitions factories. Taxi fare one way to either plant is 50¢. One or two men employed at the Triumph Company drive small buses to work in which they bring other workers from the town of Northeast. This bus fare said to be reasonable.

If housing projects constructed in Elkton and many workers without cars begin living there, some type of bus transportation appears necessary. National Fireworks Company indicated arrangements would be made for its company at least under such circumstances. (Mrs. Cronin seemed to feel munitions companies would probably make arrangements with other private companies to furnish transportation.)

5. Housing

Several surveys have been made in the past in Elkton. WPA Survey in June 1941 showed 18 vacant dwellings with only 9 for rent. Women in the community were ~~used~~ asked to make a survey of housing by the Defense Council. Only three vacant houses for rent reported. Therefore, a great shortage of houses.

Following data on houses and rooms given by the Defense Counsil. -

Cecil County, -	as of 9/21/41 - Vacant Dwellings	5	as of 10/20/41	
	Vacant Dwellings for Sale only	6	vacant dwellings	4
	Rooms	290	Dwellings for sale only	5
			Rooms	272

Of these 272 rooms, 213 within 5 miles of Elkton. However, some of these rooms not at all desirable. Woman in charge of room registration estimated about 300 persons could be accommodated but that not more than one-fifth of the available space open to women. Probably also about three-fourths of those having rooms available will take only white collar workers.

Mrs. Cronin said prevailing rates about as follows: $2.50 and $3.00 each per week for more than two persons in a room; $3.00 and $3.50 double rooms; and $5.00 for single rooms.

Priot to October 15 the room registration office sent lists of available rooms to the two plants and did not attempt to do actual placement of workers. However, since October 15 the rooms registration office has received 55 requests for rooms and has placed these people in rooms. Was estimated that perhaps about 10 of the 55 were women factory workers. Rooms were also found for some women office workers but majority of persons for whom rooms found were men.

5. and 6. Recommendations for housing made by the community group - attached. Mrs. Cronin believes both domitories and family units needed urgently but dormitories could be built more quickly. Mrs. Cronin also seemed to have the idea very definitely that the family units when completed could provide accommodations for quite a number of single workers, too, who could live in the extra bedrooms in some of the homes.

(Mr. Stewart, in charge of housing projects at Edgewood, Aberdeen, and Havre de Grace did not think roomers are living with families in those projects and did not seem to think there had been much demand or need for making such rooms available to single workers thus far. However, Mr. Stewart thought probably rooms for some workers could be provided if necessary.

Elkton - Housing

Interview with Mr. McCauley, Real Estate Dealer

According to Mr. McCauley, no definite site for the dormitories or family units had been selected although several locations had been considered. Mr. Georgia from the Farm Security Administration was in Elkton on Thursday of last week and Mr. McCauley took him around to look at several sites.

Mr. McCauley said he suggested a four acre tract of land at the end of West Main Street at a good location for the dormitories. There are three restaurants nearby and it is not far from the down town section. This land has water and sewage facilities and is high and dry. Mr. Georgia did not think four acres was enough land for the number of dormitories planned - three for girls and one for men. Mr. McCauley thought it was sufficiently large but if not it might be a good idea to try out two before building the additional ones. The other site in Elkton Heights is low and swampy and not so convenient to town, according to Mr. McCauley.

He also feels that the greatest need is for family units. Mr. McCauley stated that the present water supply was sufficient for about double the present population, and that sewage facilities were adequate.

Schools for 200 additional children could be provided by using the old High School Building for elementary grades. The new high school building will be large enough to take care of the increase in high school students. At the present time the old high school building is being used for Vocational Training but those classes could be carried on elsewhere if necessayy.

Mr. McCauley thought the present number of restaurants would be able to care for the increase in population. If not, new ones would open,

~~[illegible]~~
Miss Doering of Triumph Explosives also mentioned that she felt need

for family houses particularly great.

Note: Housing Press Release of 10/30/41 stated that 500 units (houses) had been approved by the President. (Same article said 200 dormitory units had also been approved but did not state clearly whether these also at Elkton. It is probably that they were for Elkton.)

Interview with Mrs. Coles of County Welfare Dept.

Mrs. Coles said that the family housing units were needed much more than the dormitories. She gave her own experience as proof of the shortage of houses - that it was practically impossible to find a house for rent and if one was obtained you might have to move the next week if a buyer came and offered a sufficiently large sum for the house. Landlords will not give leases so there is no assurance as to how long a tenant can stay.

Mrs. Coles said she has moved three times since she came nine months ago. (I think nine months is correct.) She quoted the following rates that she paid:

1st house $35.00 per month for 6 rooms (heated apt.)
2nd house $32.50 per month for 5 rooms (bungalow without heat)
3rd house $35.00 per month for 5 rooms (bungalow without heat)

She said a cafeteria was needed down town - that present eating places were inadequate and of a very low standard. Mrs. Coles also felt that recreational facilities were very poor and something in the way of a community hall or center was needed.

Interview with Mr. Dorcas, County Treasurer

In regard to the Defense Housing Project, Mr. Dorcas said as far as he knew no definite site had been selected although there had been a great many people here from Washington investigating. Last week 14 men were up there at one time and a meeting held with the Local Committee but nothing definite or concrete had come out of it.

Mr. Dorcas feels that the greatest need is for family units rather than dormitories inasmuch as there are at least 200 rooms available at present and no houses for rent. However, he did admit that a great many private homes did not want women so a dormitory might be necessary - he hoped it would be more successful than the one at Aberdeen.

Mr. Dorcas suggested that I see Mr. McCauley, Real Estate man, who had taken the various Washington Housing people around the vicinity. He, Mr. Dorcas, said private builders could not build to meet the need due principally to lack of capital.

7. Meal Facilities

Mrs. Cronin said about 8 restaurants in or near Elkton where workers eat. Dinners cost about 50¢. Mrs. Cronin had tried eating a dinner at one of these but thought the food very bad. There are also 2 hotels which have dining rooms but meals are more expensive. One very small soda fountain and lunch room, serving only sandwiches, soups, ice cream, and a few hot dishes was found. However, the food was very good.

Both Mrs. Cronin and Mrss.Coles mentioned the need of a good cafeteria in downtown Elkton.

8. Need of Care for Children whose Mothers are Emloyed.

Interview with Mrs. Coles, Head of County Welfare

Some provision must be made to take care of the children of women workers, according to Mrs. Cole. She thought Foster Day Care would be better than a day nursery due to women working on different shifts. Already they have found children left alone at home while women go to work. There has been an increase in domestic difficultimes particularly in migrant families, where husbands have gone off and left wife and children, or wives left husbands after getting a job, etc.

9. Health Facilities

Interview with Mr. Dorcas, County Treasurer and Chairman of Hospital Fund, also Co-Chairman of Defense Housing Com.

According to Mr. Dorcas, the long awaited Federal funds for the new hospital now seem to be forthcoming. A letter from Senator Radcliffe last week stated that the funds would be available as soon as the President signed the bill and that the architect had been notified to go ahead with the plans.

The present hospital, formerly a private dwelling, is a fire trap with only 45 beds and very inadequate facilities, according to Mr. Dorcas. In case of an accident at one of the Defense plants there would be no place for them as the beds are filled at all times. The nearest hhospital at Wilmington is over crowded and cannot accommodate Elkton patients. They plan to add a 50 bed hospital to the old structure which is to be modernized. The community has raised $80,000 for the hoppital fund and Federal funds under the Lanham Act will supplement the community fund.

Mrs. Cronin of the Defense Council also stressed the need of a new hospital. Present hospital, an old home converted into a hospital, considered a fire trap. It is the only one in Cecil County and so crowded that people are "waiting all the time" to get in. Since Wilmington hospitals also crowded the nearest hospital really available is at Dover, Delaware, 70 miles away. Since the community has raised considerable money for the hospital Mrs. Cronin thought it was essential that action be taken by governmental authorities as soon as possible.

Rev. Melvin Wheatley of Methodist Church also stressed need of a new hospital

(Rev. Allan Gillis at Aberdeen mentioned that a hospital does exist at Havre de Grace - used some by residents of Aberdeen. No doubt this hospital is small, however. Also it is for Harford County, at least primarily.)

10. Recreation Facilities - Health, Welfare, etc.

Mrs. Cronin of Defense Council now making plans for increased recreational facilities. Committee has been appointed for this purpose. (See attached sheets.)

The Defense Council hopes to make $500.00 from special bulletin recently sold. (Copy attached.) This is to be used as a recreational fund.

Also a questionnaire has been planned - and Mrs. Cronin wants to send these out to the workers, probably through the plants.

Greatest need is for some type of a recreational building - also for day nursery facilities of some kind. Mrs. Cronin also wants book wagons ~~[illegible]~~ to go to the plants. Town does have a bowling alley and one movie (costs 39¢ at night.)

Home nursing courses being given under sponsorship of Red Cross and Women's Division of the Defense Council. Dances, at the Armory being given every second week but floor is poor. Mrs. Cronin hoping to begin giving parties to get some of the people in town acquainted with new workers. Would start with office workers first. Mrs. Cronin believes there is some prejudice.among local residents against the defense workers, particularly the factory workers. Mrs. Cronin trying to break this down in talks to women's organizations, service clubs, etc. Also she believes parties would help.

Mrs. Cronin said Traveller's Aid might be of assistance in emergencies. Defense Council has now set up an emergency fund. It was found that one young man had slept in the station a week until he got his first pay because he had no money.

Schools - High school has room for more students. Old high school being ~~connected~~ converted into a training school and second floor to be used for elementary school.

Elementary schools full according to Mrs. Cronin.

County Library - recently established but no reading room. To be opened Monday, November 17, after agent's visit to Elkton.

Three local ministers interviewed: Rev. Melvin Wheatley, Methodist Church; Rev. George Creswell, Catholic priest; and Rev. Albinson, Episcopal rector. All reported that as yet they have had very little contact with new defense workers since many commuting from other towns or go home over week-ends at least. Methodist minister said some women in his congregation have taken work in defense plants.

Churches can be used to a limited extent for recreational facilities (Mrs. Cronin said Catholic Church has no kitchen and no toilet facilities, however.)

Most adequate church recreational building would seem to be church house near center of town owned by Methodist Church. Separate from church itself. Is kept heated all the time and could be used for small groups. Rev. Wheatley seemed to think church was willing to have some use made of this building but said there was a possibility it might be sold. However, it might be possible to use this building while a regular recreational building was being constructed.

Community

Miss Manburg

Elkton

Recreation - Elkton, Md.

Telephone call from Mr. John Neasmith, Regional Recreation Representative for Defense, Health and Welfare.

A WPA recreation worker (woman) is being sent to the dormitories "about the middle of the month".

USO is being asked to send in a woman director to work in the community with community agencies, trying to pull them together, and to use local resources.

Recreational facilities are included in the plans for the new defense housing.

The company has requested facilities for 2000 more women workers by the first of July.

Miss Neinburg

COMMUNITY SURVEYS

Return visit to Elkton, Maryland. -- Feb. 25, 26, 1942

Needs

1. Eating facilities and recreational facilities for dormitories.

2. Recreation center that is a kind of a club-house in the town.

3. Apartments and small houses.

4. Facilities for nurseries for the children of mothers who work. The organization is being handled very well by a local committee.

A. Housing

Talked with Miss Gladys Hanes, secretary in the Civil Defense Office, which is also the office for Homes Registration.

On the Feb. 20 report, she was reporting 34 vacancies for 2 and 4 people. When I talked with her Thursday Feb. 26, she said she had only 21 rooms in the file; about 17 couples had come in the last few days for rooms, and some unattached women and girls. The plant had called saying they were taking on 20 new girls the following Monday. One trouble with the rooms is that most people do not give meals; the difficulty in arranging for meals and the isolation make the rooms in country rooms undesirable.

Apartments and small houses are needed. Defense houses have not been started although the site has been selected.

Source of new applicants.

New workers are coming from North Carolina, Virginia and Pennsylvania. Miss Hanes said about 25% come from North Carolina now.

B. Dormitories

3 units - 2 for women (63 in each building 126 occupants) 1 for men, have been constructed in a large open field at the edge of town on the road to the plant. At present they are painted a dark, olive green.

No eating facilities nearer than the town which is 4 or 5 blocks across a high concrete bridge over the railroad tracks. Mr. Samson the construction engineer at the dormitories said a man had asked him about putting up a small cafeteria near by. Mr. Minster, chairman of the local Defense Council said they had wondered about eating facilities. Didn't know if it was the responsibility of the community or the agency that is putting up the dormitories. Said they had a hard time getting information from government people, none of them seem to know anything. He said there is undoubtedly a need for a restaurant of some kind.

Laundry facilities - No provision outside of two small tubs especially installed for laundry in the bathroom. Each person has a double electric

Community Surveys (cont.)

connection in the bedrooms so that an electric iron could be used if permitted.

Leisure-time space

The only room is the small room at the entrance that the first dormitories had. There is a great deal of space around the dormitories that could be fixed for out-door recreation. Not one bit of shade for the warm months.

C. Transportation

New bus services have been inaugurated with comfortable new buses to run on 8 trips between the plant and surrounding cities. They run as far as Chestertown, from Dover, Delaware, Delaware City, Wakefield, etc. from Wilmington stopping at Newark is to be started, soon. The rates vary from 20 to 50 cents according to the distance. The buses are only for defense workers, run at the change of shifts; so buses do not run empty. They take workers to the plants. They might pick up passengers (plant employees) in Elkton, if the buses are not full.

Workers also make arrangements among themselves for transportation.

D. Recreation

1. Existing facilities

(a) Bowling alleys. There are 10 alleys, busy at night after 7, with numerous leagues. I went in two days after 3:30 and only a few high school boys and girls were using the alleys.

(b) Movie. Sound track not good. Very normal attendance, on Wednesday night when I watched the evening crowd go in.

(c) County Library, in new location in center of town. Open Monday and Friday afternoons from 3 to 5, and Wednesday and Saturday evenings from 7 to 9. There is one small reading table. The attendants said the defense workers are using the library quite a lot.

(d) High school can be used but it is too far from the center of town.

2. Bureau of Community Services.

This committee of which Mr. Austin Wheeler is chairman is planning a big recreational evening after the dormitories open. All the local clubs are participating. They are planning to have a basketball game between high school and plant teams; organized games, dancing, refreshments. Four dances have been held in the armory this winter. At present the armory is not available. The committee is representative of town groups and the county.

Mr. Wheeler sees the need for a club house in the center of town, where people can drop in. He has found an "ideal house" with three floors that would have enough space for a lounge, game rooms with pool and ping-pong tables, smaller meeting rooms, facilities for refreshments. Unfortunately the owner will not rent the house, only sell it. Mr. Wheeler thinks organized recreation is impossible at present because of the rotation of shifts, and the lack of contact with the workers. Thinks a U.S.O. worker could be accepted in the community if he or she fits into the community, does not "dictate". Mr. Wheeler was eager to know of any agency to which he could appeal for help in getting the center.*

Miss Sarah Crosby, U.S.O. worker from Baltimore has recently spent some time in Elkton, exploring the possibilities. Mr. Wheeler and Mrs. Williams did not know of any plans she had for Elkton.

Mrs. Williams, head of Children's Aid Society, sees need of a center also. She thinks it should include meeting space for Girl Scouts and similar organizations, and not be just for defense workers. In that way the community would give it more support. She thinks a U.S.O. worker might meet some resentment at present unless can help with the most urgent community problem which she believes is with children, especially during the summer time.

E. Child Care

Mrs. Coles, County Welfare.

Plans are going forward to establish day nurseries and foster day care for children. They are having difficulty in finding places. County Welfare staff will probably be in charge of in-take registration. Many families have tried to get some one to come in to be with children instead of taking them out. Mrs. Coles thinks they will get a nursery opened soon. Says they need to get something done now. They are having more requests for child care from resident families than from new ones.

The organization plan is still not very clear-cut. As it stands now Mrs. McBride wife of the superintendent of schools is chairman of the child care committee, which is under a supervisory committee, part of the Defense Council.

People Interviewed

Miss Gladys Hanes, secretary in the Office of Civilian Defense. Home Registration and tire rationing permits are also handled here. Mrs. Cronin who was executive secretary of the Committee of Civilian Defense was relieved of her position a week ago. Nobody knew if some one else would be appointed in her place or not.

Mrs. Coles, County Welfare Officer.
Mrs. Williams, Head of the Children's Aid Society.
Mr. Austin Wheeler, Chairman Bureau of Community Services (Recreation)
Mr. John Minster, Chairman of Civilian Defense.

Visited the library, bowling alley. Talked with a worker of Triumph at lunch time.

* Wrote Mr. Wheeler Feb. 28, suggesting that he write to Mr. James Rodgers, Regional Recreation Representative, % Social Security Board, 1025 Vermont Ave.N.W. Washington.

Recreation - Elkton, Maryland

Telephone call from Mr. John Neasmith, Regional Recreation Representative
for Defense, Health and Welfare, May 15, 1942.

A WPA recreation worker (woman) is being sent to the dormitories "about the middle of the month."

USO is being asked to send in a woman director to work in the community with community agencies, trying to pull them together, and to use local resources.

Recreational facilities are included in the plans for the new defense housing.

The company has requested facilities for 2,000 more women workers by the first of July.

WOMEN'S DORMITORIES AT ELKTON, MARYLAND

April 30, 1942

I. Built by: Farm Security Administration

II. Operated by: Farm Security Administration

Person in Charge: There will be a manager (man) and an assistant manager (woman) who have not been selected. At present, Mr. M. B. Ackerman, whose job is to go around to the various F.S.A. projects and get them started, is in charge of the dormitories, but he is to leave in about a week.

Qualifications: For assistant manager, Mr. Ackerman wants to get a pleasant woman around 35 or 40 years old whose chief qualification will be her ability to get along with people. He does not want a nurse or social worker, and prefers someone without too much administrative experience because he would like to teach the work to her in his own way. She may be either married or single, but her hours will be irregular and she must not have to watch the clock all the time. Mr. Ackerman does not want her to live at the dormitories because he does not want her to get too familiar with the girls.

III. Location: The dormitories are located on a corner field where the roads to Triumph Explosives Company and National Fireworks Company intersect. They are about 5 blocks from the center of Elkton's business section; and although the girls do have to walk across a bridge over a railroad track when coming into town, the sidewalks are paved and the walk is not of unreasonable length. The dormitories are about 1 or 1½ miles from each plant; and although there is bus service, the girls prefer to walk and save the bus fare.

The original dark green color of the buildings has been changed to light cream, there are boardwalks leading up to each unit, and trees and grass are to be planted on the grounds.

IV. Room Description: All rooms except the corner ones are double, but the girls seem to prefer the double rooms because of the cheaper rent. Each room has two single metal beds, one metal dresser (more have been ordered), and two metal chairs. There are two small closets (without doors), and the girls furnish their own curtains for the closets as well as for the windows if they want them.

V. Ratio of Toilet and Bath Facilities to Number of Women: For each unit which houses 62 girls, there are:

9 wash bowls - with a mirror above each
4 showers
2 tubs
6 toilets
1 water fount (laundry tub)

The girls do their ironing in the lounges where ironing boards have been provided for them. Mr. Ackerman said it is necessary to have them here in order to keep the girls from taking them to their rooms and forgetting to return them. A large drying rack for the girls has also been put up in back of the dormitories.

VI. Room Service: Maids clean the rooms and make the beds every day, change the linen twice a week, and put out fresh towels daily.

VII. Eating Facilities: At present, the girls eat either at the plants or at the restaurants in Elkton. A private business man, however, has already leased a piece of property adjoining the dormitories for the construction of a cafeteria. A road which now runs by one side of the dormitories is going to be blocked off for this project as well as for a recreation field.

Although hot plates are not supposed to be permitted in the rooms, Mr. Ackerman stated that some of the girls do have them and that he isn't going to check up and make these girls get rid of them. As he expressed it, he "just isn't going to see them."

VIII. Provisions for Care and Food During Minor Illnesses:

Mr. Ackerman stated that the plants are held responsible for the health of the girls and are called immediately when the girls are sick. In case of minor colds, etc., the girls could provide food for each other since they do have hot plates.

IX. Recreational Facilities in Dormitory: Ping pong tables have been built for the lounge in each dormitory, Mr. Ackerman and his assistants have made a soft ball field for the girls on the grounds, and a recreation field will be built back of the prospective cafeteria on a road by the dormitories which is to be blocked off. Three sewing machines have been ordered, and some elementary school teachers from Elkton have agreed to come over and instruct the girls in knitting, sewing, etc. W.P.A. staff is also going to help with the recreational program. Triumph Explosives has furnished some equipment such as soft ball bats, mits, etc.

Mr. Ackerman stated that the residents of Elkton were willing to open their recreation facilities to the girls but have not shown much interest in working with them directly. With the use of the high school gymnasium, the girls have dances which are planned by representatives from a council set up in each dormitory unit. They have organized a bowling league which uses the Elkton alleys, and are planning to enter a tournament soon.

Mr. Ackerman does not think that a recreation building near the dormitories is necessary. Existing facilities are sufficient if used to the fullest extent. There is a need, however, for breaking down the social barrier between the townspeople and the dormitory girls.

X. Extent of Self-Government: Because of an unfortunate moral situation which arose when the dormitories were first opened, severe restrictions had to be imposed, but these will be relaxed gradually as the girls become more accustomed to self-management. Soldiers overran the place to such an extent that a rule had to be enforced absolutely prohibiting men from coming on the grounds without permission. If a girl is to have a date, she must notify the manager 24 hours ahead and secure a permit for her friend. This avoids the possibility of girls' "picking up" strange men. Formerly, men were allowed in the lobbies until 9:30 p.m., and will be again, according to Mr. Ackerman, when the girls have shown that they can manage the situation. Each dormitory unit has elected a council, and Mr. Ackerman is confident that the girls will report each other under an "honor" system if necessary. He doesn't even feel that a night watchman is needed. The State trooper who makes regular rounds will be sufficient.

XI. Comments: There are now 3 dormitory units with a capacity of 179 beds. Present occupancy is 170, although the number of girls has fluctuated from 161 to 176 since the dormitories were first opened on March 23. In the one month of operation, there have been 38 withdrawals. The girls range in age from 18 to 25 years, with 22 as an average, but there are four women over 40 years old living there.

Mr. Ackerman said that Triumph Explosives and National Fireworks had sent scouts out into the mining regions of Pennsylvania (particularly Pottsville) and Maryland (particularly Cumberland) to recruit the girls and bring them back in groups of about 60 at one time. Triumph is planning to hire about 2,000 additional girls who will have to be housed. Money has already been appropriated for the construction of 16 new dormitory units to be located on the north side of Elkton. The dormitories are used as "bait" to attract female workers.

Many of these girls come from unfortunate home situations and are therefore accustomed to taking care of themselves, according to Mr. Ackerman. They don't mind putting up with a few inconveniences because the dormitory life is so much better than anything they have ever known. He mentioned, for example, that the girls think nothing of walking a mile to the plant. He pointed out that many of them who had never owned a housecoat, and had not paid much attention to the way they ran around the dormitories at first, have now bought housecoats in which they lounge around with the other girls. He admitted that the dormitories are not "utopia", but the girls like them pretty well.

(The only complaint that we heard from the girls was the noise which keeps those on some shifts from sleeping. Mr. Ackerman said that this problem can't be solved until the plants get the girls settled on definite shifts and times for rotating. Then he will try as nearly as possible to house all girls that have the same schedule of rotation in one building. He does not feel that there will ever be a complete solution, however. The girls will just have to realize that the dormitories are emergency structures built for a temporary period.)

[illegible]

Mr. Carl Bradt – In charge of temporary housing, Coordinator's Office.

Mr. Darby –

Maryland

Mr. Sharp – Farm Security Admin.

Elkton: - (November 1941)

__Plants__

Triumph Explosives

National Firework

__Women Employees__

November - 1500 - 2 plants
40 - offices

Expected - 2500 - 3000

Note: One plant stated expansion would depend on ability to get labor, and unless more local housing is available could not expand.

__Housing__

__Dormitories__

Approved - 3 units - 150 women
1 unit - 50 men

Site not selected. – 60 to 90 –

__Houses__ for families urgent also.

Number approved 10/30/41 - 500

Note about Maryland:

Concentration of defense industries.

If Glenn L. Martin employs large numbers of women, the situation will probably be changed.

MARYLAND

Edgewood

Plant:

Edgewood Arsenal (Gas Masks)

Women Employees:

November - Between 1,000 and 3,000 in the last years. In May 1941 had almost 3,000. In November around 1,000.

Expected-- Increase depends on if there is a demand on a large scale for gas masks.

Housing:

November - Housing project of 200 homes.

In November women commuting. Not felt dormitories n necessary.

(Edgewood 21 miles from Baltimore)

MARYLAND

Aberdeen: -

Plant:

Proving Grounds

Women Employees:

Now: - 400-500 office employees

Approximately 25 Post Ex. waitresses and salesgirls

Expected: - Undeterminable

Housing: -

Dormitories:

4 constructed

3 occupied by men) difficulties
1 occupied by women)

Housing Units:

in Aberdeen -

Havre de Grace

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE FOR EMERGENCY MANAGEMENT
DIVISION OF DEFENSE HOUSING COORDINATION
WASHINGTON, D. C.

OFFICE OF THE COORDINATOR

October 17, 1941

Miss Mary Anderson
Director of the Women's Bureau
United States Department of Labor
Washington, D. C.

Dear Miss Anderson:

At the request of Mr. Theodore Veenstra the enclosed documents are being sent to you for your information. Please note their confidential character.

Sincerely yours,

Ferd Kramer

Ferd Kramer
Program Supervisor

Enclosures

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TENTATIVE - FOR COMMENT

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE FOR EMERGENCY MANAGEMENT
DIVISION OF DEFENSE HOUSING COORDINATION

CONFIDENTIAL

LOCALITY PROGRAM REPORT NO. 1 (TS-1 - TEMPORARY SHELTER) - ELKTON, MARYLAND, LOCALITY

I. RECOMMENDATIONS FOR LOCALITY PROGRAM

In view of considerations contained in subsequent sections of the Locality Program Report, the following coordinated defense housing program is hereby recommended.

RECOMMENDATIONS a/

Project Number	Defense Activity	No. of Dwelling Units Fam.	Dorm. ✓	E C or O	P, Q, T, TD or U	On or Off	When Needed	Approx. Income Range b/	Allocation or Assign.	Const. Agency
	A. RECOMMENDATIONS FOR PRIVATE CONSTRUCTION d/									
	Industrial Workers	300		C	P	Off	7/1/41 to 6/30/42	$1801 to 3000	Private e/	Private
	B. RECOMMENDATIONS FOR GOVERNMENT PROJECTS f/									
	Industrial Workers	300 c/		C	Q	Off	4/1/42 g/	$800 to 1800	Government h/i/	FWA
	Industrial Workers	200 c/		C	U	Off	4/1/42 g/	$800 to 1800	Government h/i/	FWA
	Industrial Workers		✓ 200	C	TD	Off	12/1/41 g/	$800 to 1500	PA 9-73 h/i/	FSA
	Grand Total	800	200							

a/ Explanation of Symbols:

Fam. - Family dwelling units.
Dorm. - Dormitory Units.
C - Civilian employees of Army, Navy, or defense industries.
P - Permanent use by the indicated type of occupants in connection with defense activity.
Q - Considered desirable as permanent additions to the locality's housing supply, though period of use in connection with defense activity is uncertain.
TD - Temporary dormitory units.

I. RECOMMENDATIONS FOR LOCALITY PROGRAM (Cont'd.)

a/ Explanation of Symbols (Cont'd.)

U -- To be of demountable construction. If and when these units are salvaged and removed, they can be used for low-income housing in neighboring rural or urban areas for the reclamation of wasted and blighted areas, or may be used in government activities, or may be disposed of in any other manner suitable to the public interest.

On - Construction on present military reservation.
Off - Construction off present military reservation.
FWA - Federal Works Agency
FSA - Farm Security Administration

b/ For a tentative and approximate distribution of units at each income level, see Part IV.

c/ These 500 public units to be planned with extra bedrooms to accommodate 400 extra single persons.

d/ By virtue of the Presidential finding, dated April 9, 1941, the financing provisions of Title VI of the National Housing Act are available in the area.

e/ It is estimated that at least this number of privately built dwellings is required to provide for incoming families and other minimum housing needs of the locality, but it is not known whether sufficient critical materials will be available for this number.

f/ It is recommended that the units be located as indicated in Part I-C.

g/ Attention of the construction agency is called to the fact that 50% of the units in the project are needed by 12/1/41.

h/ Finding of need by the President is recommended.

i/ Subject to the availability of funds.

C. LOCALITY PLANNING RECOMMENDATIONS:

The attention of the construction agency is directed to the following recommendation in the location of the 500 units. Consideration should be given to:

	Location	No. of Units
a.	Elkton or vicinity	200 temporary dormitory units

b. The location of the 500 units in the or contiguous to the following municipalities, with the following approximate distribution:

Location	No. of Units
Elkton or vicinity	100 permanent units 150 demountable units easily accessible to the munitions plants.
Total	250

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LOCALITY PROGRAM REPORT NO. 1 - ELKTON, MARYLAND, LOCALITY

C. LOCALITY PLANNING RECOMMENDATIONS (cont)

Location	No. of Units
Newark, Delaware	150 permanent units
Chesapeake City	50 permanent units
Chesapeake City	50 demountable units
Total	250
	500 Grand Total

This recommendation is generally in keeping with the expressed suggestion of local authorities, and is primarily based on the most advantageous use of existing utilities and community facilities in the locality.

1. Authorities to be consulted:

Prior to site selection and final allocation of units, the following should be consulted:

a. Executive Coordinator-Cecil County Defense Council
b. Town Manager of Elkton
c. County Superintendent of schools
d. Field Engineer-Maryland State Health Department, Baltimore
e. County Health Officer
f. National Resources Board-Baltimore Office
g. Municipal Engineer - Newark, Delaware
h. Commissioners of Chesapeake City
i. Director, Federal Housing Administration Office, Baltimore.

2. Community Utilities

Elkton
Estimates indicate a minimum of 100 additional families can be served by present water supply. Detailed investigation is necessary to ascertain actual capacity over and above this. Local authorities asset new standpipe for water supply required for substantial increase in housing. Untreated sewage empties into Big Elk Creek at four points. Use of this system by a large number of houses might require that the system be tapped at several widely separated points. Local authorities assert that a disposal plant for sewage is required for a substantial increase in housing.

Chesapeake City
New water and sewerage system locally estimated to handle 100 additional families.

Newark, Delaware
Adequate water and sewerage systems.

LOCALITY PROGRAM REPORT NO. 1 - ELKTON, MARYLAND, LOCALITY

C. LOCALITY PLANNING RECOMMENDATIONS (cont)

3. Community Facilities

All schools in Cecil County are supported on a county-wide basis.

Elkton-New High School locally estimated to care for 150 additional students. Parochial School can accommodate reasonable increase. Old High School can be converted to house about 300 primary students. Federal funds for equipment, supplies and teachers salaries requested by local authorities.

Chesapeake City-The new consolidated school can accommodate 100 new students.

Newark, Delaware-adequate school facilities.

4. Hospitals

The hospital facilities in Elkton are inadequate both as to building and equipment. The local authorities have applied for federal assistance to supplement citizen subscriptions which are expected to total $100,000.

5. Local Planning

Private subdivision layout for private homes to be prepared with FHA assistance.

6. Type of Structure

Single individual family homes with a portion double homes. These homes to have added bedrooms to care for 400 single persons.

II. DETAILED DISCUSSION

1. General Description

Elkton, Maryland, is located 50 miles north of Baltimore, and 20 miles south of Wilmington, Delaware. It is the county seat of Cecil County. The Census of Population gives the following data on this locality:

	1940	1930	Percent of Increase
Elkton	3,518	3,331	5.6
Chesapeake City	1,094	1,016	7.8
Newark, Del.	4,502	3,899	15.5
Northeast	1,328	1,412	-5.9
Perryville	729	704	3.6
Port Deposit	883	963	-8.3
Rising Sun	529	565	-6.4
Total	12,583	11,890	5.8
Cecil County	26,407	25,827	2.2

II. DETAILED DISCUSSION (cont)

1. General Description (cont)

Chesapeake City, Newark, Northeast are all within a six mile radius of Elkton.

This area is primarily agricultural and less than 1,000 are employed in industrial establishments other than the two defense contractors mentioned below.

2. Statement of Need--Defense Activity

Reports have reached the Coordinator from various sources requesting additional housing. The Cecil County Defense Council has requested a housing project to care for the needs of present and in-migrant workers. The Navy Department has requested homes for the Elkton Locality.

The Triumph Explosives, Inc., and the National Fireworks, Inc., one and a half miles from Elkton are the only defense manufacturers in this area. Triumph has over $32,000,000 of contracts for photo flash bulbs, cartridges, artillery ammunition components, aircraft lights and floats, and ground signals. In addition to its commodity contracts, Triumph has $1,750,000 contracts authorizing the expansion of its plants. This expansion is rapidly nearing completion. The National Fireworks Company, which manufactures fuses, has defense contracts totaling $1,500,000.

3. Labor Requirements and Supply

The sole demand for workers in Elkton is at the plants of the Triumph Explosives Inc., and National Fireworks Inc. The former will employ over 90% of the workers. The normal employment of both of these plants was about 600 as of January, 1941. By about the middle of the year when the impact of the defense program was fully apparent, employment had reached 1934 workers. Employment estimates based on available information and present defense orders indicate that by the first of 1942, employment will reach 4,034 with the peak of 5,234 employees to be hired by July 1942. The cumulative increase from January 1941 of employment is as follows for the two defense industries in Elkton:

B.E.S. Labor Survey Defense Industries Elkton Locality

From	1/41 to 4/41	1/41 to 8/41	1/41 to 10/41	1/41 to 1/42	1/41 to 2/42	1/41 to 7/42
No. of new Employees- Cumulative increase-	700	1334	1734	3434	4134	4634

II. DETAILED DISCUSSION (cont)

3. Labor Requirements and Supply (cont)

The expected increase in employment in manufacture in Elkton represents an increase of almost 500% over employment in 1937, based on data from the 1937 Census of Manufacturers.

By September, 1941, the available labor supply within reasonable commutation distance was rapidly being exhausted. The BES estimated at that time that 800 workers were available for employment. The BES reported 338 persons registered from Cecil County at the Elkton public employment office as of September 1941. The employment office estimates about 50% of these were actually available for employment. These figures represent a sharp decrease from registrations of 831 on January, 1940 and 557 on January, 1941.

It is expected, however, that an additional labor supply will be obtained in November, from workers in the seasonal and canning industry.

About 300 to 500 of the estimated 1000 women registered at the Wilmington, Delaware office will also be available after consideration is given to other employment possibilities in that area.

On the basis of the above data, the BES estimates an in-migration of a total of 2500 workers by July, 1942. This figure takes into consideration in-migrant workers who are now employed but not adequately housed, or commuting excessive distances. Of the 2500 in-migrants, it is expected 1300 will be hired by January, 1942, 700 more by April, 1942, and 500 more by July, 1942.

About two thirds of the workers to be hired will be women. The industries will hire more than one person per family, male and female, where possible, which indicates multiple-income families. Data on present employment show about 9% single men, 21% men with families, while there are 22% single women and 48% women with families. It is estimated that the in-migrants will consist of 1000 single and about 825 married men and women. About 75% of the single persons will be women.

Un-skilled workers are paid $16 to $23 per week; semi-skilled workers $20 to $28, and skilled workers $30 to $50. Only 10% to 25% of the workers will be in the skilled category. Analysis of wages paid in the smaller plant showed 90% of the workers receiving less than $22 per week.

4. Housing Situation

Vacancies: At present, there are virtually no habitable vacant dwelling units in Cecil County. A preliminary post office survey recently showed only 20 vacant homes or less than .03% out of a total of 7701 units in the county. Many of the vacancies are not habitable. Elkton has only three vacant homes

II. DETAILED DISCUSSION (cont)

4. Housing Situation (cont)

for rent according to the recent Homes Registration Office survey.

The present vacancies represent a short drop from April, 1940 when the Housing Census showed 485 or 6.3% of all units in Cecil County and 29 or 2.9% of the units in Elkton for sale or rent. A WPA survey in Elkton on June, 1941, showed 2% or 18 dwellings vacant with only nine for rent. The Homes Registration Office in September reported 131 available vacant rooms in Elkton and estimated a total of 300 available rooms in Cecil County, Of this number, only 200, housing 250 persons, were estimated as available to house production workers.

Public Housing: There are no public housing projects at Elkton.

New Construction: In Elkton, eight new dwelling units were provided in 1937, and 15 in 1938, according to the figures published by the Bureau of Labor Statistics. Within a radius of ten miles of Elkton, it is estimated, based on permits issued for 1940 and 1941, that 75 homes were built in 1940. The permits issued to date indicate an acceleration in construction for 1941. According to a WPA survey of rented dwellings, 10 rental dwelling units were added by new construction and 28 by conversion of old structures, during the period of March, 1940, to June, 1941.

Other Factors: A Work Projects Administration survey of rent changes from March, 1940 to June, 1941, indicates an average increase of 17.8 percent in the rents paid by 9.3 percent of Elkton's tenants. This amounts to an increase of about 2.0 percent in Elkton's total rent bill. The Cecil County Defense Council estimates that 50 to 100 homes in Elkton, and 30 to 50 homes in Chesapeake City, are unsafe and unsanitary and should be demolished.

5. Transportation:

Adequate bus transportation should be established between Wilmington, Delaware and Elkton, Maryland, since a number of workers, generally women, are expected from this city. Bus transportation should also be available from housing to plants.

III. DETERMINATION OF NET NEED

In consideration of the report cited above and the housing at present available, it appears that a program of 500 public homes with added rooms to accomodate 400 single persons, 200 dormitory units, and 300 private homes should be provided to July, 1942.

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III. DETERMINATION OF NET NEED (cont)

The recommended program is based on the employment requirements of the two munitions plants and in-migration, according to the BES, of 2500 defense workers into the Elkton locality. Estimates of the breakdown of family composition show a requirement of about 600 to 700 added accommodations for single people and 800 family units. It is recommended that the 500 public homes be planned with additional rooms to accomodate 400 single persons, generally female, and dormitory accommodations be planned for 200 more. About 75% of the dormitory units should be planned for women.

Private industry has been allocated 300 homes generally for skilled workers, executives, inspectors and foremen. These homes can be absorbed in the locality on a permanent basis since there has been a dearth of private building over a ten year period.

The program of 500 public homes should primarily serve families of unskilled and semi-skilled workers. The temporary nature of the munitions industry requires demountable construction for the dormitory units and about 200 of the dwelling units.

Consideration has been given to the eventual absorption of those 300 units recommended for permanent construction.

If production by private industry lags further, consideration will be given to supplementing their production by public housing.

IV. OCCUPANCY PLANS AND PROPOSED TENTATIVE INCOME RANGE

The recommendations for the Government housing projects both federal and state contained in this Locality Program Report necessarily cannot include, in the present stage of these projects, plans for occupancy, except tentatively with respect to income range, rents and intended type of occupants. Therefore, this Report contemplates that the Division of Defense Housing Coordination will consult with the agency assigned the management of a defense project, and will prepare at least sixty days prior to initial occupancy, a Locality Occupancy Program, containing a specific coordinated occupancy program for the locality, including the defense activities to be served, the income groups to be served, the rent schedules, the relation of each project to the general local defense housing program, priorities with reference to tenant selection, and which will serve subject to addenda as an authoritative record for these matters.

It is recommended that the following tentative income ranges for this program be as follows:

(a). 300 permanent homes for families of civilian industrial workers proposed for construction by FWA, with government funds to serve workers'families with incomes from $800 to $1800.

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LOCALITY PROGRAM REPORT NO. 1 - ELKTON, MARYLAND, LOCALITY

IV. OCCUPANCY PLANS AND PROPOSED TENTATIVE INCOME RANGE (cont)

(b). 200 demountable homes for families of civilian industrial workers proposed for construction by the Federal Works Agency with Government funds to serve workers with incomes from $800 to $1800.

(c). 300 permanent homes for families of civilian industrial workers proposed for construction by private industry for which tentative income ranges approximate from $1800 to $3000.

(a). Public

175 homes for family incomes $800 to $1200
325 homes for family incomes 1201 to 1800

(b). Private

250 homes for family incomes $1801 to $2000
50 homes for family incomes 2001 to 3000 and over

(c). Public

200 dormitory units for single persons with incomes $800 to 1500.

Because normal rent scales in the Elkton Locality are low, careful attention should be given in plans for occupancy to adapt the rentals to scales existing in the Locality. Rent schedules will appear in the Locality Occupancy Program.

Prepared:	Approved:
October 8 1941	1941
s/ Frank A. Vanderlip, Jr.	
Regional Coordinator	Coordinator

APPROVAL OF THIS LOCALITY PROGRAM REPORT BY THE PRESIDENT IS RECOMMENDED.

~~CONFIDENTIAL~~
September 25, 1941

RESURVEY OF THE EMPLOYMENT SITUATION IN ELKTON, MARYLAND 1/

Prepared by the Bureau of Employment Security in collaboration with
the Maryland Unemployment Compensation Board

A. Summary of Findings

It appears that the two explosives firms in Elkton will hire 3,300 additional workers between August 15, 1941 and December 31, 1941. This will increase the total employment in these firms to approximately 5,234, a figure which is considerably higher than the normal population of the entire town.

It is estimated that not more than 800 of the additional workers needed will be available within reasonable commuting distance of the plants, and that about 2,500 will be recruited from outside the Elkton area. A portion of these may be brought in from the Eastern Shore area of Maryland.

Housing facilities in the Elkton area are inadequate, and unless additional housing units are available, there will be an acute shortage by November which will probably impede the hiring schedule of the two plants. Extensive commuting from Pennsylvania and Delaware, as well as nearby Maryland rural areas is already occurring.

Female in-migrants may be expected to earn $16, to $20 a week; male in-migrants between $16, and $28 a week. Many of the in-migrants will be married and it is possible that several members of one family may be hired.

B. Characteristics of the Area

Elkton, Maryland, a town of about 3,500 people, is located 50 miles north of Baltimore and 20 miles south of Wilmington, Delaware. Elkton is the county seat of Cecil County which has a total population of about 28,000, about 10 percent of whom are Negroes.

The majority of employed workers in this area are engaged in various types of agricultural activity. Less than 1,000 persons are employed in industrial establishments, other than in the manufacture of explosives, which is the only defense industry in the area.

C. Demand for Labor

It is anticipated that 3,300 additional production workers will be hired at the two explosive factories between August 15 and December 31, 1941. Nearly all the additions will be unskilled workers. The increase is supervisory and inspector positions resulting from the total additions will be filled by the promotion of present production workers.

1/ First survey dated February 3, 1941.

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750122
By NARS, Date 2-3-76

Demand by Establishments

Triumph Explosives, Inc.--This company manufactures photo-flash bombs, cartridges, artillery ammunition components, aircraft lights and floats, and ground signals. A large number of small building units are being constructed as a result of government defense contracts amounting to $3,345,000 since October 1940. Total employment of 1,400 persons on August 15 will be increased to 1,500 by the end of August. During September and October, 1,000 employees will be added at the rate of about 125 per week. During November and December, 2,000 more workers are to be added at the rate of about 250 per week. This will bring total employment to approximately 4,500 by December 31, 1941.

The National Fireworks Company manufactures fuses and operates exclusively on defense contracts totaling $1,500,000 to date. To a present employment of 534, the company expects to add 200 female production workers by the end of September.

Employer Specifications

Both male and female workers are hired, but the National Fireworks Company prefers females. Age specifications are 18 to 40 for Triumph Explosives, Inc., and 18 to 50 for the National Fireworks Company. Only white workers are hired, except as janitors. No experience or training is necessary, but applicants must have some finger dexterity, be cautious, agile, and capable of following instructions. Both firms require American citizenship, and applicants for employment at the National Fireworks Company must pass a physical examination.

Wages

Female production workers are paid from $16 to $20 a week. The minimum for foreladies is $30 and for female office workers $25. Unskilled males are paid $16 a week; semiskilled $20 to $28 and skilled, $30 to $50. Foremen receive $35 a week and up, and office workers $25 a week and up.

Demand from Outside the Area

A shell-loading plant is expected to go into operation about January 1, 1942 at New Castle, Delaware, which is near Wilmington and about 16 miles from Elkton. Between 500 to 700 workers will be hired, principally women.

D. Supply of Labor

The supply of labor available within the Elkton area is far from adequate to meet the requirements of the two explosives companies. It is estimated that not more than 800 workers can be recruited locally, and that about 2,500 will have to be drawn from areas beyond commuting distance.

On August 31, 1941 there were 338 persons registered at the Elkton public employment office, which serves Cecil County. The two companies have been hiring constantly during the past year and have apparently drained most of the qualified labor reserve from the county. There are probably only a few available workers who are not registered at the employment office. It is expected, however, that the seasonal canning industry will release an additional supply of workers, which will assist in meeting September and October demands. There seems to be little possibility of obtaining many new workers from those sections of Delaware and Pennsylvania which are within reasonable commuting distance. Industrial demand is heavy both at Chester and Wilmington, especially for men. However, there is still a labor reserve of women in the Wilmington area, some of whom might accept jobs at Elkton and commute. The active file at Wilmington on August 31, 1941 was 4,268, and it is estimated that not over 1,000 of these registrants are white women. Only a small portion of these, however, may be expected to accept Elkton employment especially since there will be a demand for this type of worker by the end of 1941 at New Castle just outside Wilmington.

E. Transportation

Increased transportation facilities do not appear to be necessary, since the majority of the new workers will come from outside a reasonable commuting distance. The officials of both companies believed that increased local bus service would add to the convenience of the employees, but that it would not help the present recruitment problems to any extent.

Appendix

The information used in this report was obtained from records of the Maryland Unemployment Compensation Commission and from interviews with the following persons:

Mr. J. B. Decker, Vice President, Triumph Explosives, Inc.
Mr. R. D. Creswell, Vice President, " " "
Mr. Thomas B. Dutcher, Plant, Manager, The National Fireworks Company
Mr. James K. Boyd, Superintendent, " " " "
Mr. H. Weston Talle, Personnel Manager, " " " "

January 22, 1942

Miss Martha Porter
Cambridge Hospital
Cambridge, Massachusetts

My dear Martha Porter:

We are, indeed, sorry about your fall and the extent to which it has disabled you.

Today and yesterday have been crowded with our conference. Tomorrow I expect to go over the New England work with Miss Valentine and then we will try to plan a program for you that will give you some work to do when the doctor thinks you are able. I do think that your leg will heal better if your mind is occupied as soon as release from pain permits.

The conference was most enthusiastic but left us with so much more work to do that Heaven's only knows how it will get done.

More later.

Sincerely,

Bertha M. Nienburg,
Assistant Director

BMN:LW

January 7, 1942

Miss Martha Porter
Bellevue Hotel
Boston, Mass.

My dear Miss Porter:

At Miss Stitt's request, and approved by Miss Nienburg, will you please add to your schedule on page 3 this question?

e. When hours exceed State legal limit, are permits from State Labor Commissioner on file?

Sincerely yours,

Isadore Spring,
Chief Statistician.

IS:MHD

Sent in by Lorne - 3/30/44

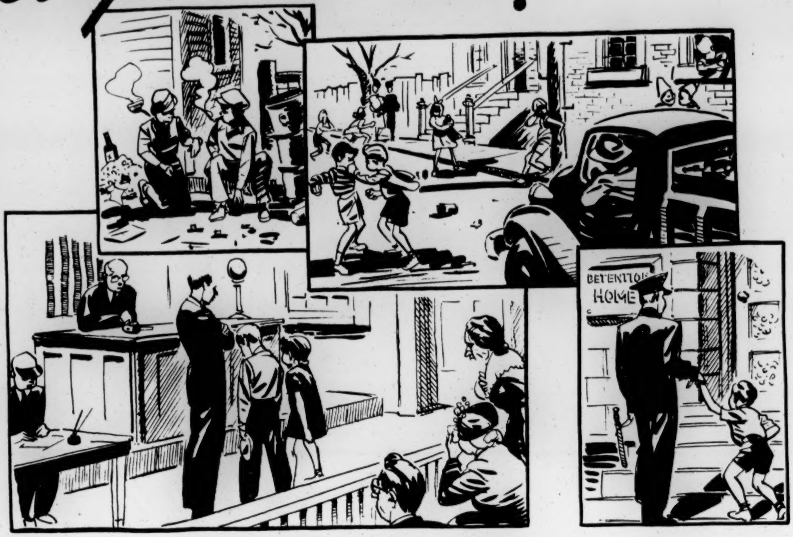
Return to Statistical

THE CASE
of
SUSAN SMITH

How to Organize Child Care Centers

Prepared by
Child Care Committee, Wayne County CIO Council
Detroit, Michigan

Do You want this?


DETENTION HOME

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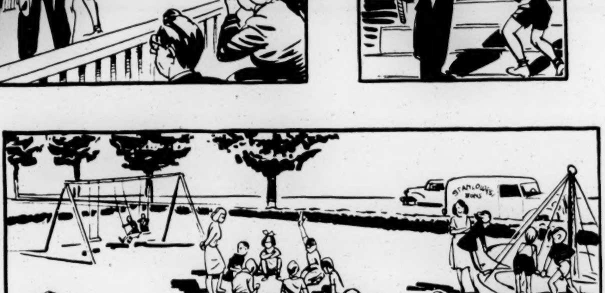

STANLOWSKI BUNS

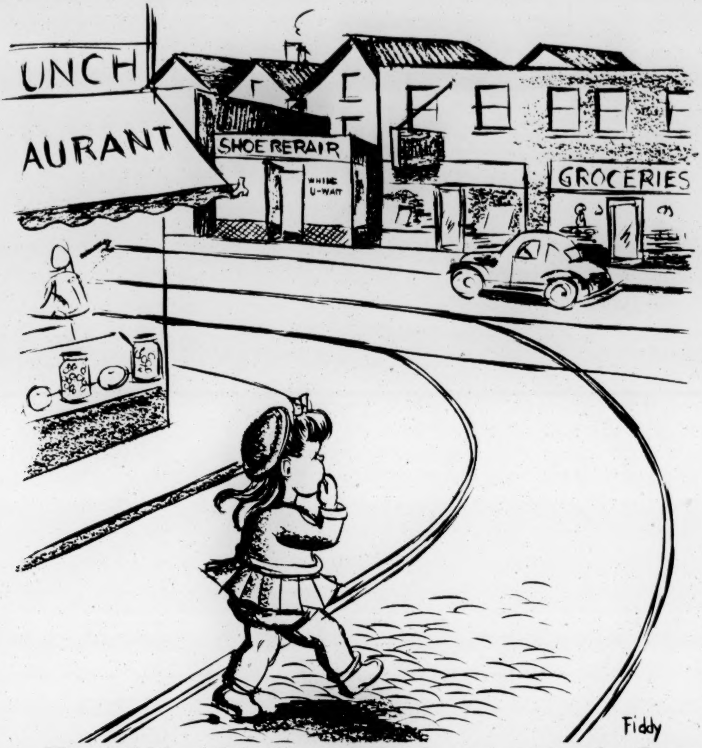
THE CASE OF SUSAN SMITH

A Junior Absentee

Susan Smith is three years old. She's the daughter of Mary Smith, milling-machine operator. Susan's father is a soldier in North Africa.

Six months ago something happened that Susan's mother hasn't entirely gotten over yet.

When Mrs. Smith went to work, a neighbor family agreed, for payment, to watch Susan while she worked. But one day, Mrs. Smith was called out of the plant at noon. Susan was missing.



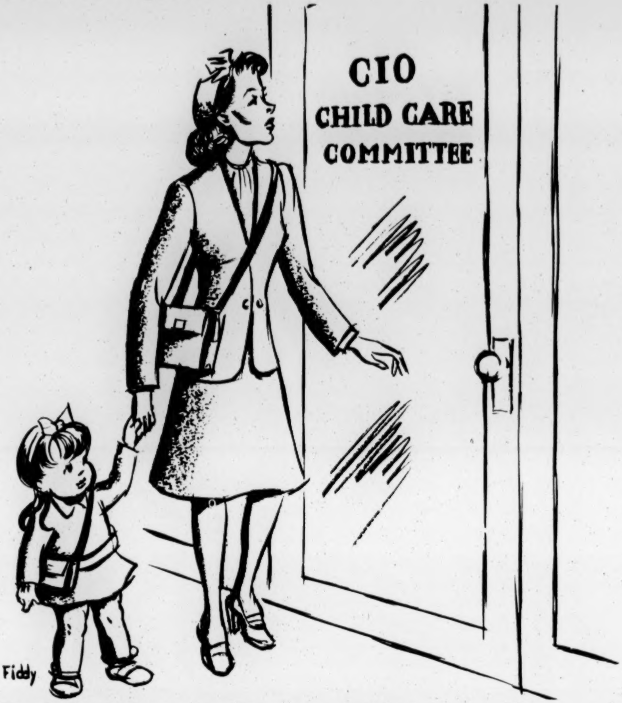
They told her that the woman who was caring for Susan had gone down town, leaving a fourteen-year-old son in charge. When a crowd of other boys came over, he left, leaving a note on the door for Susan who was playing nearby. Susan, of course can't read, but the boy didn't think of that. When Susan found the house locked, she cried a while, then set out to find her mother.

She followed the car tracks of the trolley her mother took, and got lost. It wasn't until ten o'clock that rainy night that the frantic Mrs. Smith found a tearstained Susan in a police station.

Susan's Mother Solves Her Problem

Mrs. Smith is a member of the UAW-CIO. She took her problem to the women's committee of her local. She found that the union was concerned, and had some suggestions to make.

She found that in the Detroit area, where she works, there are nurseries, financed by Federal funds, to care for the children of working mothers, and that the local CIO Council had set up a committee which knew all about these nurseries and could answer her questions.



Here's how the nurseries were set up:

Months ago, the local Council of Civilian Defense appointed a broad civic committee, in which labor participated actively, to investigate the need for such centers and make recommendations. They found that the need was great. Unions reported that child-care problems accounted for a lot of absenteeism on the part of working mothers, and that worry over their children kept women workers from doing their best work, besides hindering countless others from taking war jobs.

There were already about 20 nurseries in Detroit supervised by the Board of Education and run with WPA funds. These were quickly converted to the new wartime setup, but were too few to meet the needs of the many women entering industry for the first time.

Then the Board of Education, together with the Boards of Education of neighboring communities, made application for Federal funds for a new and enlarged setup under the Federal Lanham Act.

These funds have now been granted, and the new centers will soon be set up. They cannot continue indefinitely, however, unless Congress in its new budget renews the Lanham Act appropriations.

Susan Goes to School

Mrs. Smith has enrolled Susan in one of the existing centers.

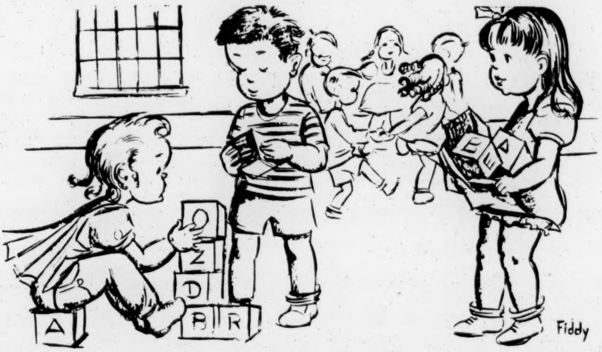
Before she did so, she and Susan visited it, and got acquainted with the teachers and children. That way, Mrs. Smith knew that the care was good, and Susan did not feel too strange on her first day there.

Mrs. Smith chose a center near her home for Susan. To put her in one near the factory would have meant taking her there on crowded streetcars. The union committee recommended a neighborhood plan.

She found that during the day the center takes children who are from two through four years old, and kindergarten children for the half day they aren't at school.

When they come in the morning, they are inspected by a nurse to see that they have no sniffles or other ailments which might be picked up by the other children.

Then they play with toys and games; they make their own special friends; they have outdoor play periods in mild weather. There is no set program for this; they play as they would at home, with a teacher watching to see that there's no trouble.



They have fruit juice and codliver oil, and meals prepared by a dietician for small children.

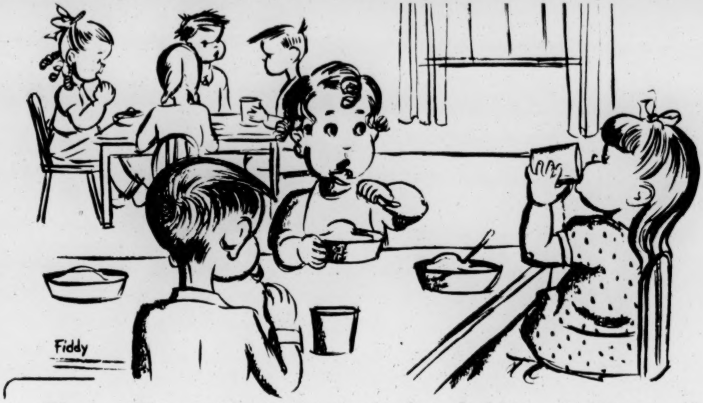
They have naps, each on his own little cot in a big airy room. Each child has his own possessions, like a washcloth and a toothbrush, and they're taught good eating and toilet habits, and how to get along with other children. This last is particularly good for Susan, as she is an only child and has been too much with adults.

The teachers, Mrs. Smith found, are specially trained women, many of them mothers themselves.

Mrs. Smith pays about $4.00 a week for Susan's care. She feels better, her work is better, and there's no more absenteeism because something has happened to Susan, or because she's afraid it has.

What About Older Children?

The Detroit Board of Education, which supervises all child care centers in its communities, also asked in its Lanham Act application for funds to set up "children's canteens" for children of school age. These will be established soon.



They will provide supervised play, hobby activities, and good food for older children whose mothers work, before and after school. Like the nursery centers, they will be set up in school buildings and will have trained teachers in charge.

Other Problems

In Mrs. Smith's department, there is a woman who has a small child and who works on the night shift. The nursery centers, as they're now set up, don't help her, because they operate only in the daytime.

There's another woman who lives on a tiny farm near town, and there is no board of education with adequate facilities for setting up and supervising child-care centers.

A third woman has the problem of a hot lunch for her 12-year old daughter. Some Detroit schools have cafeterias, but about two-thirds of them do not. This woman, Mrs. Brown, worries because her child isn't getting proper food.

Mrs. Smith herself still has a problem, whenever Susan has a cold or other sickness. She can't go to the nursery with an ailment, and Mrs. Smith has no relative or friend with whom she can leave a sick child.

Mrs. Smith, American

Mrs. Smith, since Susan went to school, has become interested in seeing that *everyone's* child has proper care. She's

working in union activities aimed at establishing this care.
First She's circulating petitions, attending meetings, talking to her co-workers about the necessity of getting Congress to continue child-care funds. She knows that many more men will soon be going to war, that women must work if vital arms for victory are to go out, and that their children must have care.

Second She is working along similar lines toward putting the nurseries on a 24-hour basis, and is also checking through her department to get the support and active co-operation of women who are not on the day shift.

Third She is urging the President and the government to set up a central Federal agency to administer funds and supervise the centers, so that they may have good administration in all industrial areas, not just where there may happen to be a good local agency to do it. She thinks it is a national problem.

Fourth She is getting her friends to ask the local Board of Education to institute an enlarged hot-lunch program in regular day schools, and to ask Congress for a Federal subsidy to help this, since she finds that many of her friends have this problem.

Fifth She is joining with others to urge adequate medical care for Susan and other "war-industry orphans" when they are ill.

Community [illegible]

May 4, 1942

Mr. Frank Simpson, President
Chamber of Commerce
Flora, Mississippi

My dear Mr. Simpson:

Your letter of April 30th was received upon my return to Washington, Saturday, May 2nd. Thank you for writing me and inclosing the newspaper clippings.

I regret that the National Housing Agency has canceled the plans for the housing project in Flora. At the time of my visit it did appear that transportation was going to be a difficult problem. However, if plant operations are to be curtailed to some extent, as the letter from Mr. Knowlton indicates, then there may have been some corresponding change in housing needs.

No doubt you know of the change in administration of the Defense Housing, and that the process of reorganization is not yet complete. Never-the-less our Bureau will contact the Housing Authority and try to secure more information concerning your situation.

I assure you of my continued interest in Flora and the welfare of the employees.

Sincerely yours,

Elsie Wolfe, Field Investigator

ew:am

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Housing in Flora (cont.)

would be adjacent to School Grounds.

Additional housing facilities needed at Flora:

Needs are difficult to determine inasmuch as both Army Ordnance Officers and Plant officials seem to think that practically all labor will be recruited from within a radius of 25 miles and that transportation will be provided.

Mr. Bowers, Plant Manager, said he thought it best for the company to keep away from the housing problem -- that was up to the Government. However, the Production Manager, Mr. Nutter, did state that he did not believe 350 houses would be sufficient to meet the needs. In regard to women, they did not think dormitories would be necessary because they were going to hire local women.

According to Flora business men, people from distant towns, out of commuting area, are coming into the restaurants and stores every day saying they have either been to the plant to file application, or are on their way to do so. Among these new people have been women, some of them soldiers' wives who want to work in a munition plant since their husbands are in the army. They will need rooms either in a dormitory or private homes.

Dormitories at Flora:

According to the architect who has drawn the plans for the Housing Project and also the Recreation Building at Flora, dormitories for women were recommended by Miss Leslie (Fed. Security). Mr. Hartke, Fed. Sec. Rep. for State, told me that he believed some housing facilities for single women would be needed. If it were possible for them to rent houses that would probably be better than dormitories. However, if this Recreation Center materializes and he expects that it will -- a dormitory would have a better chance of being a successful enterprise. Mr. Hartke thought some additional eating facilities should be provided at the dormitory if one was built.

Reasons given as justification for additional housing in Flora:

1. Shortage of desirable type of labor in immediate area.
2. Transportation difficulties.
3. If an expensive Recreational Center is to be built at Flora, there will be recreational facilities for many more people.

Canton -- has some available housing facilities. Furthermore, if the road between Canton and Ordnance Plant is not repaired, it will be necessary to go via Jackson making a distance of 45 miles.

Yazoo City -- Until recently this city has been very crowded due to the Oil boom. However, since the priority rating has gone into effect, some of the work has been curtailed as the necessary machinery could not be obtained for drilling and operating the wells. It is estimated that about fifty families moved out of Yazoo City, therefore

Housing in Flora (cont.)

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March 9, 1942

Plant Manager
General Tire Company
Flora, Mississippi

Dear Sir:

At the request of several Federal agencies this Bureau is making a survey of the community needs of women workers employed in ordnance plants in semi-rural areas. In this connection basic facts concerning women's employment in your plant will be necessary.

Miss Elsie Wolfe of our staff will call upon you during the next week. May we have your cooperation and that of your personnel manager in this connection?

Sincerely,

Bertha M. Nienburg,
Assistant Director

Air Mail

BMN:LW

Copy sent to
Miss Wolfe - A.M.

June 9, 1942

Miss Delores Wellman
Catholic Community Club
3200 Main Street
Kansas City, Missouri.

My dear Miss Wellman;

We have been asked by Miss Burns to send you information we have on women in war industries in the Kansas City area.

There are about a hundred plants employing women in Kansas City, which have war contracts for the products normally manufactured by them.

In addition, there are two new large plants - North American Aviation, and Lake City Ordnance - and together they employ over a thousand women. In one plant women are employed on all 3 shifts, as many as 30 percent working on the night shift.

I feel sure you can get more specific information on women workers in your community by consulting Mr. McKnight of the U. S. Employment Service office. He, or some one on his staff, should be able to give you information on the migration of workers to your city, and the present state of the employment market so far as numbers of women are concerned.

I am sending a summary statement on policies and standards regarding recreation and housing of women war workers; and the handbook itself will be ready for release in several weeks.

Sincerely yours,

Mary Anderson, Director

rfn
ec

Copy sent Miss Burns —

Stenographers,
Typists, Bookkeepers and Assistants' Union
No. 14268
OF
American Federation of Labor
Kansas City, Missouri

AFFILIATED WITH
MISSOURI STATE FEDERATION OF LABOR
KANSAS CITY CENTRAL LABOR UNION

June 5, 1942

JUN 6 1942

Dear Elisabeth:

Miss Delores Wellman, in charge of the women's department of the USO of the Catholic Community Club, 3200 Main Street, Kansas City, Missouri, called on me yesterday asking if you could send her any figures or facts concerning women in war industries in Kansas City, hours, leisure, etc.

She has been assigned to this work in Kansas City by the Catholic Community Club.

I called on her this noon, as her office is just around the corner from my office, and had a chat with her. She showed me the club facilities for the women, as well as soldiers and other service men. She is particularly interested in women coming to Kansas City because of the war, either to seek employment or here because of their families moving here account of war work. Some of her questions were rather vague, although I believe she is sincere in what she is trying to do. She asked our League to meet at the club, use the women's rooms, have a picnic on the grounds, which are beautiful, trees, flowers, and assist her on a committee of women interested in helping these women war workers. I promised our cooperation.

I also told her we might assist her on some Saturday evening this summer in sponsoring a dance for the service men. She was delighted at this thought. Various organizations have donated orchestras and sponsored the one hundred or more young women for the dances.

If you can furnish her any information, factual, of course, I would appreciate it. I know very little about the big plants near Kansas City, the Remington-Arms employing hundreds of women and the North American Bomber Plant employing many women, not as many as the former, however.

I hope you are feeling well and that this heat wave that has struck Kansas City missed Washington. It's been very oppressive here this week.

Sincerely,

Marion Burns

Comm Ord

June 1, 1942

Mr. Ed. McDonald
Dierks Building 1006
Grand Avenue
Kansas City, Missouri

My dear Mr. McDonald:

I am enclosing the summary of the survey of Jacksonville, Arkansas, made by field agents of the U. S. Women's Bureau.

I am indeed sorry that it was not possible for our field agents to go to Kansas City to talk with you. Miss Wolfe found most helpful her conversations with Mr. Cole.

Yours sincerely,

MC:ml

Mary Anderson, Director

Enclosure

11:RO:IX

Community Ser

FEDERAL SECURITY AGENCY
COORDINATOR OF
HEALTH, WELFARE, AND RELATED DEFENSE ACTIVITIES

OFFICE OF THE
REGIONAL COORDINATOR

414 Dierks Building
Kansas City, Missouri

February 18, 1942

Miss Bertha M. Nienburg,
Acting Director,
Women's Bureau,
U.S. Department of Labor,
Washington, D.C.

Dear Miss Nienburg:

We regret very much that your letter was not received in time to send invitations to Misses Wolfe and Thurman to attend our Advisory Council meeting Monday, February 16.

Your name is being placed on our mailing list to receive our serial letter. I might add, however, that on account of the press of work on our secretarial staff, this letter is now being sent out only at irregular intervals.

Your letter is being called to the attention of Miss Phyllis Osborn, Public Assistance Regional Representative, who is also chairman of the Committee on Family Security.

Sincerely yours,

Ed McDonald

~~Ed~~ McDonald, Regional Director,
Defense Health and Welfare Services

Copy sent to Miss Ziegler
Air Mail. Special Delivery

Missouri

DEPARTMENT OF LABOR

Addional notes. St. Louis -

NCCS -

Womens Division has two USO staff members assigned to St. Louis. At present they are operating from an office at 1474 - Hodiamont St, rented jointly with the YWCA. Our two agencies are studying the situation while they are doing extensive area work, hoping that soon regular club facilities will be available. -

From letter 3/10/42 from
Miss Harley

No. 204

GPO

St. Louis Defense Areas

Summary of Needs -

I. Housing

It was thought by some people that dormitories for women workers may be necessary for Curtiss-Wright and Emerson Electric Company because of their distance from the city.

Additional low-rent housing for families and rooms for unattached women are becoming an acute necessity in some sections.

II. Health Facilities -

There is a lack of hospital facilities for care of the seriously ill.

There is a very limited reserve available for use in case of a disaster or an epidemic.

Facilities for the care of migrant workers are needed.

III. Recreation

There is a need for a constructive recreational program for defense workers. In St. Louis there are of course commercialized recreational facilities, but these do not fill the need, on the contrary, they help create it. It is estimated that there will be thousands of women working in this area and a large percentage living in the area by next summer. In this connection, it is interesting to note that 21% of the intake at the Missouri State Employment Service, Women's Division, are out-of-state women and girls. Most of these girls are from rural areas, and many have never lived in a large city.

Recreation for employees on the night shifts is needed.

Recreation for younger girls 14 to 16 needs to be considered, since more and more of them are getting jobs, and there is an increase in juvenile delinquency.

in commercial
& service trades

~~CONFIDENTIAL~~
February 1942

ST. LOUIS DEFENSE AREA SUMMARY

I. Industrial Pattern of St. Louis Prior to Defense Program.

The St. Louis Industrial Area ranks ninth in value of manufactured products among the thirty-three "industrial areas" of United States. It produces a great variety of manufactured goods. Of the 446 industrial classifications, recognized by the Bureau of the Census, 283 or 64 percent are found here.

The leading industries, ranked by Wage Earners employed are:

1. Footwear (except rubber)
2. Electrical machinery
3. Meat packing, wholesale
4. Automobiles and auto equipment
5. Malt liquors
6. Bakery products
7. Boot and shoe cut stock and findings
8. Steel works and rolling mills
9. Steel castings
10. Women's and misses' dresses
11. Men's and boys' suits, coats, shirts, etc.

There are 46 firms in St. Louis each employing more than 100 women workers. Sixteen of these firms come under the classification of "Wearing Apparel"

II. Effects of Defense Program on the Industrial Pattern.

There has been a shift of workers from peace time to defense industries and, no doubt, an increasingly large number will join the ranks of defense workers.

The Service Industries have lost many of their employees, due to shorter hours and higher wages in the defense plants. Laundries and restaurants are forced to hire older women. A noticeable change has taken place in the age groups of waitresses in hotel coffee shops and restaurants. Beauty shop operators are also leaving their jobs to work in the factory. The dry cleaning industry is much affected by lack of materials, especially chemicals, therefore, many of their employees are laid off and will likely go into the Small Arms plant, or one of the other defense plants. Shortages in domestic service have been

DECLASSIFIED
E.O. 11652, Sec. 3(E) and 5(D) or (E)
Authority NND 750127
By DBR/RA NARS, Date 2-3-76

reported from all sources. Clerical workers, in the low salary group, are making applications daily for factory jobs in the defense plants. The Garment industry, which is a large woman-employing industry in St. Louis, has lost some of its workers, according to Mr. Pearlstein, Head of the I.L.G.W.U. He hopes to hold the skilled workers but expects a great many of the younger members to leave the garment factories.

III. Population Figures.

1940		End of 1941	
St. Louis City - 816,048 St. Louis County - 274,230	1,090,278	City and County	1,130,000

The population has increased about 40,000 since the 1940 census. Of this number 31,500 is an abnormal increase from in-migration due to defense employment. Some sources indicate and believe that St. Louis city and county will have an increase of 100,000 in 1942.

IV. Labor Supply and Migration.

A According to the 1940 Census, there were 57,739 persons in St. Louis city available for employment: Of this number 15,401, or 26.7 percent, were women. Negro women made up approximately 30 percent of the total number of available women.

Labor force of St. Louis Metropolitan area numbered 682,335 persons, as of September 30, 1941. No labor shortage is anticipated except in the skilled jobs. The number of available workers in the St. Louis area is believed sufficiently large to meet any future demands that are now in sight, and no further in-migration is necessary.

W.P.A. study of in-migration in the city of St. Louis shows the following:

9,800 families	11 percent of workers were under 20 years.
11,200 workers	17 percent of workers were over 45 years.
20,800 persons	21 percent of workers were women.

Average age of women - 26 years
Average age of men - 32 years

There were approximately 1,800 unemployed out of the total 11,200 migrant workers. Unemployment among female migrant workers was nearly four-times greater than men.

V. Transportation.

Facilities very inadequate. No subways or central transportation system of any kind for commuting long distances, and some of the largest defense plants are about 20 miles outside the city limit. In order to get to Curtiss-Wright, Emerson Electric, and McDonnell Aircraft, workers have to come through the congested traffic of the St. Louis Ordnance Plant which is a real bottleneck. To avoid the bottleneck, those coming from south St. Louis by streetcar or bus make 4 changes and travel 1½ to 2 hours one way. There is a movement underway to have a specially scheduled Wabash Railroad train to transport workers to Curtiss-Wright.

VI. A. Rooms for Women

(a) Room registration service carried on by Y.W.C.A. Place mostly girls aged 25 to 30 years; but during last month for which report was available, 27 percent of those placed were under 21 years.

(b) Y.W.C.A. has no residence for white girls, other than 10 emergency beds in administration building. Does have residence for colored girls now accommodating 50, but equipped for 80.

(c) Six women's residences, such as the Evangeline House, in St. Louis can accommodate a total of 450 girls -- all filled at present.

(d) Rooms in private homes - rates

1. Light-housekeeping rooms (none available) - $3.50 to $9.00 per week. Prevailing rate - $5.00 per week.

2. Single rooms - $2.50 to $7.00 per week.

3. Room and board - $6.00 per week and up
   $8.00 - average for 1 person in room
   $7.00 - average for 2 persons in room
   $37.50 to $45.00 per month - rate at which room and board is easiest to get.

Rents in vicinity of the defense plants are entirely too high for the working girl since they were set to fit the construction workers' wage.

B. Dwellings for Families

(a) Vacant dwellings listed:

Social Planning Council Report April 1, 1940	WPA Report Jan. 1, 1941
St. Louis City - 16,300 St. Louis County - 4,500	21,000 units either for sale or for rent.

(b) Occupancy of dwellings - St. Louis has more in-migrants living in separate dwellings than any other city. In the past 18 months, 12,000 to 13,000 dwelling units have been taken up by new families. But there is still evidence of a housing shortage:

1. 100 families living in emergency housing in the Metropolitan area.

2. 700 families living in trailer and tourist camps - 200 tourists camps are in unlicensed and uncontrolled areas.

(c) Housing progress being made:

1. 4,600 dwelling units privately constructed since January 1941.

2. 1,800-2,000 F.H.A. houses not yet sold (some not yet completed; 5,000 more permanent units to be constructed in the spring: These houses can only be sold and not rented to defense workers.

3. Slum clearance projects - 2 already under way; another one authorized. Almost as many houses have been wrecked, however, as have been constructed.

(d) Opinions about future needs:

1. Y.W.C.A. leaders think that dormitories will perhaps be necessary for Curtiss-Wright and Emerson Electric Co. because of their great distance from the city.

2. Mr. Gwenner, head of the Social Planning Council in St. Louis, thinks that cooperative housing would be a good plan - each house would have an acre or two of land for cultivation (subsistance housing).

VII. Recreation

Although St. Louis offers the usual commercial entertainment and has the regular social agency centers, there is a need for some constructive recreational program for the defense workers; a program that will provide recreation for the employees on night shifts.

The Y.W.C.A. and N.C.C.S. workers of the U.S.O. have established a center at Wellston, a small town located on the dividing line between the city of St. Louis and the county. This center occupies the first floor of a vacant store building, and has a lounge, writing room, a room for games and small dancing groups of about 25 people. These workers also plan to use available school and church facilities for their program. (The center is an experiment until June.)

In addition there are U.S.O. centers operated in downtown St. Louis, Salvation Army, a center for service men only. Girls are invited to the latter to dances held over the weekend. The center is open daily, but there is a little use made of it except for the week-end programs.

One of the plants has set up its own recreational program under the supervision of a paid director, and has provided facilities for many types of amusement such as ping-pong, badminton, dancing, etc.

There is a regional U.S.O. supervisor, and a local council composed of a chairman, one professional and one lay representative of each U.S.O. member organization. A board of 50 directors is to be set up soon.

VIII. Health and Welfare.

A. Hospital and clinic facilities:

Increase of at least 20% in auto and industrial accidents.

Serious lack of hospital facilities for care of the acute sick on account of in-migration. Hospitals are actually turning away patients for lack of room. There is little current reserve available for use in case of disaster or epidemic.

Public clinics and hospitals, both city and county, do not take non-resident cases except as emergency, therefore the care of migrants is left to the already crowded private clinics and hospitals. There is evidence of organized and commercialized prostitution in this north west defense area.

B. Child Welfare:

There is an alarming increase in the number of boys and girls (14-16) who are getting jobs (non-defense). This is shown by the great increase in work permits. Girls are getting jobs in small retail stores and as nursery and housemaids, replacing the older girls who have gone to the defense plants. The High School enrollment in Sept. 1941 was 7% less than in Sept. 1940. The Probation Office reports an increase in Juvenile Delinquency.

VIII. Health and Welfare (cont.)

C. Child Care

There has been a steady and constant increase in the number of applications for nursery service, particularly since the spring of 1941. More and more mothers are going to work and some additional provisions are needed for the care of children. It is doubtful if the children's agencies can provide these facilities. There is a shortage of foster homes due to many foster mothers taking jobs outside the home and also because larger returns are secured by renting rooms to defense workers.

D. The town of Ferguson

Housing and health facilities of Ferguson 5 miles from the city line have especially been affected by the in-migration of defense workers. Ferguson was a quiet residential town with a population of 5700 in 1940. It was a town with many good-looking middle class homes, 72% of them owner-occupied. Several thousand persons have moved in. Housing is congested. Trailer camps have sprung up. Sewage facilities are over-taxed and health hazards in near-by areas are probably the worst in St. Louis county. A great number of women are working without adequate protection and care for their children. Commercialized prostitution is evident.

IX. Persons interviewed for Community Report in St.Louis:

1. Miss Jane Dickey - Y.W.C.A. General Secretary
2. Miss Claudia Lide - Secretary for Counseling and Community Projects (Y.W.C.A.)
3. Miss Mary Farmer - Leader of Industrial Girls Clubs (Y.W.C.A.)
4. Mrs Watson - Room Registrar (Y.W.C.A.)
5. Mr. H.O.Whiteside - Hd. of Research Dept. Chamber of Commerce
6. Mr. Marion Gurnner - Social Planning Council of St. Louis
7. Mr. Wyatt - N.Y.A. Area office
8. Messrs. Morefield, Zorn, Wander and Clark - Supervisors at the N.Y.A. Training Center
9. Miss Helen Wood - U.S.O. worker (Y.W.C.A.)
10. Miss McPartland - U.S.O. " (N.C.C.S.)
11. Mr. Paul Kline - Recreational director for Carter Carburetor Co.
12. Mr. Pearlstein - Regional director of International Ladies' Garment Worker's Union
13. Mrs. Preisler - Ed. Director for I.L.G.W.U.

Defense
Planning
File Field

February 12, 1942

Mr. E. McDonald, Regional Director
Office of Defense Health and Welfare Services
Dierke Building
1006 Grand Avenue
Kansas City, Missouri

My dear Mr. McDonald:

This Bureau is concerned with the conditions under which women will live and work in the new munitions plants that are being built in your Region. Miss Ziegler is in charge of checking up in the plants and in the communities as to present conditions and methods of bettering them. She has found that conferences with the Regional Director, Mr. Henry L. McCarthy, of Region No. 6 (Illinois, Indiana, Wisconsin) have been most helpful in working out a solution to some of the problems met.

Would it be possible to notify us of Council Meetings within your Region so that Miss Ziegler or her assistants, Miss Wolfe and Miss Thurman, may attend when they are in your section? If you put out a serial letter, as does Region No. 6, it would also be appreciated.

Sincerely,

Bertha M. Nienburg,
Acting Director

BMN:LW

Cy. for Mrs Cannon

COPY

Guest of
HOTEL JEFFERSON
The Aristocrat of St. Louis

Mrs Cannon —
These are the
letters from Miss
Wolf. —

JHS

February 1, 1942

, Director

or

son:

untered a situation here (in St.Louis) which I think
's Bureau since it so forcibly illustrates the lack
and training in some of our big munition plants.

rd of the accident through the Y.W.C.A. Industrial
made it possible for me to talk to the girl herself.)
unt of the accident was related by the victim to (Miss

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She was told that the work was hazardous, inasmuch as caps were loaded with powder, but she was willing to take a chance and was told to report for work Jan. 7th on the 4 P.M. to 12 o'clock midnite shift. According to the young woman's story, she was not even questioned upon entering the plant, as to whether she had matches, and no inspection was made of her handbag or lunch which she carried in a bag. She reported to the foreman who measured her for powder shoes and gave her safety goggles. He told her where she was supposed to work but otherwise paid no attention to her.

She watched one of the inspectors for awhile and then at 8 o'clock they had their lunch period. After returning from lunch she went to work inspecting alone and unobserved. All went well until about 1 o'clock when the accident occurred. She doesn't know what happened after she turned over the small tray, containing 1003 primers, to inspect them on the other side. As I understand the operation, they place a cover or lid on top of the tray, flip them over bottom side up in order to inspect the bottom. A magnifying glass is used in this visual inspection. Suddenly she found herself lying on the floor, some feet from her chair, her clothes and face covered with blood. No one reached

COPY

Guest of
HOTEL JEFFERSON
The Aristocrat of St. Louis

February 1, 1942

Miss Mary Anderson, Director
Women's Bureau
U. S. Dept. of Labor

My dear Miss Anderson:

I encountered a situation here (in St.Louis) which I think concerns the Women's Bureau since it so forcibly illustrates the lack of safety measures and training in some of our big munition plants.

(I heard of the accident through the Y.W.C.A. Industrial secretary and she made it possible for me to talk to the girl herself.) The following account of the accident was related by the victim to (Miss Thurman and) me.

This young woman, age 22 years, made application at the (U.S. Small Arms Plant, operated by Western Cartridge Co.) and was offered a job as packer at 43¢ per hour. However, when she was called for work they ask if she would like a job on visual inspection of loaded primers at 51¢ per hour.

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her immediately so she tried to stop the flow of blood from her left arm by holding her right hand over the gash. The goggles had evidently saved her from being blinded. I suppose it was only a minute or two before someone reached her and she was rushed to the hospital. There were about 15 or 16 girls working in the department at that time, but no one near by. Fortunately, her injuries did not prove fatal. She had a badly burned left hand and arm, smaller burns scattered over her face and body, also numerous cuts, some quite deep. These cuts were caused by the particles of broken glass from the magnifying glass and goggles. She wore a heavy woolen skirt which apparently protected her legs to a great extent, altho' her skirt was full of holes but not so badly riddled as her blouse. Her injuries are all healing nicely now and she expects to go back to her job as soon as she is able. According to her statement, if she were a boy, 22 years old, she would be on the battlefield and since she has no dependents she is willing to do her share by helping to make the shells for the soldiers.

Her attitude toward the company is quite unusual. In no way did she blame them. In fact she was much concerned for fear she had done something wrong, not realizing that if the accident was a result of some false move on her part, it was due to lack of training and proper instructions. She was also concerned about the exaggerated stories that had gone around about her injuries and wanted no part in spreading such tales. She is an intelligent type of girl who previously worked in a wholesale dry-goods firm, living at home with her parents.

(I told Margaret Anderson the story and ask her to find out as much as possible about the accident when she contacted the firm. They) the company admitted that an accident had occurred one of which they were not proud. They showed us the goggles worn by the girl -- broken and blood stained. Of course they did not know that we had seen the victim. Company officials seemed to think perhaps she had struck the light which was on the table at that time. Overhead lights have now been installed. However, they did not mention the fact that the accident occurred the very first night the girl reported for work, nor did the company say that no inspection had been made for matches or metal.

The young woman told us she carried the handbag with her to the place of work. She stated that she was wearing a wrist watch and a necklace, and of course there were nails in her shoes.

This Small Arms Plant will be the largest in the country when it is completed. At least 10,000 women will be employed and probably many more than that number. I think Margaret Anderson is writing you regarding their training program etc.

I have felt much concerned over this accident and wondered if the Women's Bureau had any definite standards regarding Safety and Training for hazardous jobs, which we could give to the plants we contact. The jobs are simple and routine but I believe some training should be given involving the same motions without using powder for training purposes. The bag loading plants have given this type of training using corn instead of powder and repeating the same routine movements until manual dexterity had been achieved. Surely these girls ought to know something of the type of powder in the shells they are handling and the results of certain definite actions on their part.

No doubt this company has improved its methods since that accident. They had hired only a few women prior to Jan. 7, 1942.

Another bad feature of the Small Arms plant is the rotation of shifts every 2 weeks. We have heard complaints from many different sources Y.W.C.A., the U.S.O., workers themselves, Social Agencies, and the Union officials of the International Ladies Garment Workers. Mrs. Preisler, Ed. Director of the I.L.G.W.U., said she believed the rotation of shifts would cause more trouble than anything else. Not only will the worker's lives be disrupted, but the families with whom they live as well. She feels that workers who change shifts constantly will not be able to rent rooms in private homes because of the disruption to family life.

All of these people are asking us if the Wo men's Bureau can't do something about this menace to health and general well-being. Mrs. Preisler thinks that the employees have had no choice in regard to rotation of shifts and if a vote were taken, the workers would show their dislike of the system.

As far as recreation is concerned, the directors say it will be a hopless task to interest workers in any constructive program under the present plan of rotating shifts every two weeks.

This letter has grown to alarming proportions but I felt as though I must tell you.

Sincerely,

/s/ Elsie Wolfe

File

COMMISSIONERS
CHRISTIAN H. ZIEGLER, CHAIRMAN
ARTHUR A. QUINN, VICE CHAIRMAN
ISORA B. SOMERS
EUGENE E. AGGER
WILLIAM T. VANDERLIPP

STATE OF NEW JERSEY
STATE HOUSING AUTHORITY
1060 BROAD STREET
NEWARK

FRED W. EHRLICH, DIRECTOR
HARRY I. LUFTMAN, SECRETARY
HARRY L. TEPPER, COUNSEL

January 22, 1942

Miss Mary Anderson,
Director, Woman's Bureau,
U. S. Department of Labor,
Washington, D. C.

Dear Miss Anderson:-

Mrs. James J. Farrell, of the State Federation of Women's Clubs, has asked me to write to you about available information on housing for women in industrial centers.

In our surveys, we have dealt entirely with families and dwelling units and so, do not have any information on the subject.

So far as I know, the only information which has been compiled in any way related to housing for women, is the data gathered by the Homes Registration Offices organized in a number of cities at the instigation of the Division of Defense Housing, Office of Emergency Management. These offices list rooms for rent, as well as dwelling units, and note incidentally any restriction as to sex which the householder may impose.

Trusting this information will be of interest,

Very truly yours,

Joseph Nevin

Joseph Nevin

[illegible] Files

NEW JERSEY STATE FEDERATION OF WOMEN'S CLUBS

Dear Miss Anderson,

In answer to your question on the N. J. Housing Authority survey in the New Jersey industrial areas will come a reply from Mr. Joseph Nevin from the N. J. Housing Authority headquarters in Newark. Sincerely yours

Marie B. Farrell
Civics Dept. N. J. Federated Clubs.

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THIS SIDE OF CARD IS FOR ADDRESS

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Miss Mary Anderson
Director Woman's Bureau
U.S. Dept. of Labor
Washington
D. C.

Miss Newbury

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January 17, 1942

Mrs. James J. Farrell
State Federation of Women's Clubs
1 N. Swarthmore Avenue
Ventnor, N.J.

listed

My dear Mrs. Farrell:

We have your letter of January 10th, and we are listing you to receive "Recreation and Housing for Women War Workers, a handbook on standards, policies and procedures", as soon as it is ready for distribution.

We are very interested to learn of the New Jersey Housing Authority survey of housing needs in industrial centers, and I shall appreciate your letting us know when it is available if the information gathered shows anything on housing for women.

Sincerely yours,

Mary Anderson, Director

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NJSF UNITY

NEW JERSEY STATE FEDERATION OF WOMEN'S CLUBS
MRS. CHARLES S. MADDOCK, Jr., President

MRS. JAMES J. FARRELL
Chairman of Civics Department
1 N. Swarthmore Ave., Ventnor, N. J.
Telephone Atlantic City 2-0512

Roadside Improvement
MRS. PATRICK HENRY ADAMS
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Housing
MRS. WARREN SOMERS
Barclay Court Apts.
Atlantic City

Recreation
MRS. DAVID C. GORDON
8 Decker Avenue
Elizabeth

Motion Pictures
MRS. LEON A. McINTYRE
23 Georgian Road
Morristown

Safety
MRS. M. H. GOEHRING
41 No. Maple Avenue
Park Ridge

Mosquito Control
MISS MARY KASSAB
860 Plaza Place
Ocean City

Regional Planning
MRS. JOHN J. HILTON
121 West Columbine Road
Wildwood Crest

Miss Mary Anderson,
Woman's Bureau Dep't of Labor
Washington D. C.

Dear Miss Anderson,

In answer to your call for woman's organizations to work to improve living conditions for women workers in defense industries, we come for directions

The New Jersey Housing Authority is now completing a survey of housing needs in industrial centers. Please outline your plan for club women to help solve housing needs.

I am
Sincerely yours
Marie B. Farrell
(Mrs James J. Farrell

handbook
on standards
policies
& procedures

Jan 10th 1942